

# **CITY OF CHARLOTTE**

## **ANNUAL BUDGET**



## **FISCAL YEAR 2011/2012**





# CITY OF CHARLOTTE

## MEMORANDUM

TO: Mayor Smith and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: 2011-12 Proposed Budget

DATE: April 11, 2011

Pursuant to the provisions of the City of Charlotte Charter, I present herewith the proposed budget for the fiscal year that will begin July 1, 2011.

### OVERVIEW

As you know, many actions have been taken over the last few fiscal years to reduce the cost of Charlotte city government. In addition, we have been utilizing reserves to balance budgets. These measures have been insufficient, however, to offset the continuing decline in revenues from key sources such as property taxes and state shared revenues. At the same time, we have been increasing expenditures for capital outlays in an effort to reverse a long history of neglecting this area of spending.

The pressures these various trends and actions have put on the budget are evident in this document. Taxable value and revenue sharing are declining while increases are proposed for infrastructure investments. This necessitates further reductions in operating costs.

I am unable to identify the nature of those reductions at this time. The budget summary page for the General Fund identifies \$250,000 in further cuts to be announced at a later date. I have chosen to delay a recommendation so as to engage the City's administrative staff in a thorough analysis of the work that we perform and the implications on service delivery of additional operating cost reductions. It is my expectation that, regardless of the final structure of the cost cutting plan, there will be a reduction in service to the public.

Even with these cost reductions, other difficult choices are contemplated in this budget. It is proposed to further reduce undesignated reserves in the General Fund to a level roughly equal to 15% of non-capital expenditures. In addition, increases in millage are recommended. Additional reductions in expenditures are detailed below.

### REVENUES

General Fund. The General Fund continues to experience decreases in its two primary sources of revenue. The taxable value of real and personal property declined 3.4% between 2009 and 2010. This represents \$110,000 in lost revenue. In addition, we are



concerned about the outcome of large tax appeals that could result in repayment of taxes attributable to prior years.

We are proposing to offset a portion of the decrease in tax revenues by levying the City's remaining millage and by instituting a millage to cover the cost of the leaf pickup program. This millage is authorized by State statute and does not require a popular vote.

We have budgeted conservatively for revenue sharing as well. Constitutional revenue sharing is expected to increase by 4% in the state's 2012 fiscal year. In addition, we should also benefit from an increase in population. These increases will be offset, however, by a reduction by one-third of the amount of funds formerly known as statutory revenue sharing. In addition, we are uncertain whether the City will qualify for receipt of the third of the funding that is to be distributed based on meeting benchmarks for employee compensation. The details of Governor Snyder's plan with regard to this area of funding have yet to be revealed. It is unlikely that they will be known before Council is required to adopt the budget.

General Fund revenues also show a reduction to zero for electrical, mechanical and plumbing permits. We are evaluating the possibility of contracting with the County for these services. If we were to do that, we would not expect to receive a share of permit fees as is currently the case.

Water and Sewer. The proposed budget for the utilities fund does not reflect a rate increase. We have not completed the complete rate analysis at this time. Based on our analysis of the results of that study, which will be completed shortly, it might be necessary to consider an additional increase.

## EXPENDITURES

As we have increased spending for street resurfacing projects, there has developed a significant fiscal relationship between the street funds and the General Fund. Revenues from state sources allocated to the street funds are not sufficient to accomplish both routine maintenance and reconstruction activities. As a consequence, it is necessary to appropriate funds from the general fund to Major and/or Local Streets in order for this reconstruction activity to take place. For this fiscal year, it was necessary to consider the implications on the General Fund of activities in the Major and Local Street Funds over the next two fiscal years.

Major and Local Streets. In the past I have stated that we need to increase the amount of money available for reconstruction activities. As we began this budget process, I had set a personal target of increase these funds by \$50,000 per year until we reach a target of \$500,000 annually for significant street maintenance projects. The target for 2011-12, then, would be \$300,000.

Meeting that target while also addressing the typical differential between revenues and expenditures in the Local Street Fund imposed a significant burden on the General Fund.



We have the right to transfer funds from Major Street to Local Street, with some limitations. At the same time, we have been building in reserves in Major Street to meet the local match for a grant project to reconstruction North Sheldon Street, a project that could occur during the City's 2012-13 fiscal year.

This budget contemplates transferring \$150,000 from Major Street to Local Street in both the 2010-11 and the 2011-12 fiscal years. There is still a need for a transfer from General Fund to Local Street in 2011-12 and from General Fund to Major Street in 2012-13 but it is expected to be the same amount in both years.

By the 2013-14 fiscal year, the target for street reconstruction funding will be \$400,000. Major Street will have insufficient funds to transfer more than an estimated \$40,000 to \$45,000 to offset operational deficits in Local Streets, leaving a burden of \$100,000 that must be met by the General Fund. The total projected transfer from the General Fund to the street funds in 2013-14, then, is estimated to be \$500,000. I will address steps that must be taken to meet this target at the end of this budget message.

General Fund. As noted above, there are operational cost reductions proposed for the General Fund that are not specified as of the date of this memorandum. There are other reductions, however, that have been identified and incorporated into the proposed budget. The first of these is an increase in non-union employee contributions to the pension fund to bring the City's contribution to a level not exceeding 10% of payroll.

The second reduction is the elimination of the General Fund contribution to Courthouse Square. You might recall that I proposed the elimination of this contribution two years ago but Council elected to continue to fund this program. Given the other reductions that we will be making, I believe that serious consideration should be given again as to whether support of Courthouse Square is essential to our mission as an organization.

Some worthwhile proposals that were initially included in the proposed budget have been deleted. These include investments to move to a paperless agenda packet and funding for further demolition projects. In the case of the latter item, this does not mean that we will not be doing demolitions when necessary. We will be more limited, though, in acquiring properties through tax foreclosure and then demolishing them. It is likely that such initiatives will span more than one fiscal year.

You will note that the transfer to the Airport Fund is being increased in the proposed budget. This funding is for the match for grant funds in order to construct additional T-hangars at the airport, a step necessary to move toward greater self-sufficiency for that program.

The second year of funding for the reconstruction of parking lot number 2 is included in the proposed budget. Like funding for street reconstruction, this represents an important investment in traditional infrastructure.



## FUTURE YEARS

While we have not prepared a multi-year budget, our analysis of fiscal trends indicates the need to consider additional measures to enhance revenues and reduce operating costs. Beginning roughly a year from now, the City will be in negotiations with the unions representing three employee groups. We fully expect—as do the unions, I believe—to discuss again various employee benefit programs. We made progress in the contracts currently in effect but more needs to be done, particularly in the area of pension cost.

At the same time, we will also need to examine strategies for increasing General Fund revenues if we are to meet goals for infrastructure investment. I believe that Council should consider whether to request a Headlee override vote to restore the entire 15 mills authorized by the Charter. In addition, consideration should be given to terminating the tax capture by the Local Development Finance Authority.

Essential to our success in efforts to reduce costs and increase revenues is an understanding by the public of the fiscal situation that we face and the measures that we have already taken to address it. The new tools that we are using, such as Facebook, should enable us to communicate more effectively with a broader segment of the community. In an era of general distrust of government at all levels, we must seek to generate confidence on the part of the citizenry in the good intentions of their local government. Consistent with some of the discussion at the Council retreat, consideration might be given to forming a citizen committee to examine the City's fiscal situation and make recommendations.

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As is the case every year, the proposed budget is the product of the work of a great many people. The department heads submit their proposals for spending to the Finance Director who combines those with data regarding revenues and certain other costs to arrive at a document for my review. I sincerely appreciate the work of these officials.

I invite your review of the proposed budget. My staff and I are available to address any questions that you might have.



## City of Charlotte Resolution #2011-09

Councilmember Kruger offered the following resolution and moved its adoption:

WHEREAS, in accordance with the provisions of the City Charter, the City Manager on April 11, 2011 submitted to this Council a recommended budget for the City of Charlotte, Michigan for the fiscal year commencing July 1, 2011 and ending June 30, 2012; and

WHEREAS, this Council has considered the financial needs of the City of Charlotte for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the City Manager, and

WHEREAS, in accordance with state statute, the Council did after proper notice, conduct public hearings on the proposed budget on May 23, 2011, at which public hearing all objections and comments on the proposed budget were considered.

NOW THEREFORE BE IT RESOLVED, that the estimated revenues for the fiscal year commencing July 1, 2011 and ending June 30, 2012 are hereby approved by the Charlotte City Council as follows:

### REVENUES

| Fund # | Fund Name                               | Amount               | Draw from<br>(Increase to)<br>Fund<br>Balance/Net<br>Assets | Total                |
|--------|---|----------------------|---|----------------------|
| 101    | General Fund                            | \$ 4,888,430         | \$ 212,860  | \$ 5,101,290         |
|        | Taxes                                   | 3,249,000            |   |                      |
|        | Licenses & Permits                      | 23,550               |   |                      |
|        | Intergovernmental                       | 726,000              |   |                      |
|        | Charges for Services                    | 277,500              |   |                      |
|        | Fines & Forfeitures                     | 24,200               |   |                      |
|        | Other Revenue                           | 146,200              |   |                      |
|        | Operating Transfers                     | 441,980              |   |                      |
|        | Loan Proceeds                           | -                    |   |                      |
| 202    | Major Street Fund                       | 387,985              | 77,775  | 465,760              |
| 203    | Local Street Fund                       | 442,790              | 181,710   | 624,500              |
| 230    | Police Drug Enforcement Fund            | 1,025                | 675   | 1,700                |
| 240    | Act 302 Police Training Fund            | 3,600                | 2,000   | 5,600                |
| 260    | DDA Fund                                | 80,250               | -   | 80,250               |
| 261    | LDFA Fund                               | 131,390              | (103,666)   | 27,724               |
| 270    | Economic Development Fund               | -                    | 52,865  | 52,865               |
| 280    | Airport Fund                            | 138,250              | -   | 138,250              |
| 290    | Federal & State Grants Fund             | 1,120,000            | -   | 1,120,000            |
| 311    | Building Authority Bonds 2001 Fund      | 67,968               | 2,277   | 70,245               |
| 312    | Michigan Transportation Bonds 2001 Fund | 73,630               | 83  | 73,713               |
| 330    | 2008 Facility Building & Site Bonds     | 180,000              | 15,400  | 195,400              |
| 500    | Recycling Fund                          | 67,700               | 8,160   | 75,860               |
| 510    | Water & Sewer Fund                      | 3,465,900            | 245,260   | 3,711,160            |
|        | Water Revenue                           | 1,362,100            |   |                      |
|        | Sewer Revenue                           | 2,097,100            |   |                      |
|        | Other Revenue                           | 6,700                |   |                      |
| 601    | Motor Vehicle Fund                      | 424,300              | 81,610  | 505,910              |
|        | <b>Total Revenues</b>                   | <b>\$ 11,473,218</b> | <b>\$ 777,009</b>   | <b>\$ 12,250,227</b> |



**City of Charlotte Resolution #2011-09**

AND BE IT FURTHER RESOLVED, that the expenditures and expenses for the fiscal year commencing July 1, 2011 and ending June 30, 2012 are as follows:

**EXPENDITURES**

| <b>Fund #</b> | <b>Fund Name</b>                        | <b>Amount</b>        |
|---------------|---|----------------------|
| 101           | General Fund                            | \$ 5,101,290         |
|               | General Government                      | 1,001,365            |
|               | Public Safety                           | 2,807,640            |
|               | Public Works                            | 764,640              |
|               | Community & Economic Development        | 115,482              |
|               | Recreation & Culture                    | 155,390              |
|               | Operating Transfers                     | 256,773              |
| 202           | Major Street Fund                       | 465,760              |
| 203           | Local Street Fund                       | 624,500              |
| 230           | Police Drug Enforcement Fund            | 1,700                |
| 240           | Act 302 Police Training Fund            | 5,600                |
| 260           | DDA Fund                                | 80,250               |
| 261           | LDFA Fund                               | 27,724               |
| 270           | Industrial Park Fund                    | 52,865               |
| 280           | Airport Fund                            | 138,250              |
| 290           | Federal & State Grants Fund             | 1,120,000            |
| 311           | Building Authority Bonds 2001 Fund      | 70,245               |
| 312           | Michigan Transportation Bonds 2001 Fund | 73,713               |
| 330           | 2008 Facility Building & Site Bonds     | 195,400              |
| 500           | Recycling Fund                          | 75,860               |
| 510           | Water & Sewer Fund                      | 3,711,160            |
| 601           | Motor Vehicle Fund                      | 505,910              |
|               | <b>Total Expenditures</b>               | <b>\$ 12,250,227</b> |

AND BE IT FURTHER RESOLVED, that 14.2913 mills be levied on the taxable valuation as equalized for general operating requirements of the City of Charlotte;

AND BE IT FURTHER RESOLVED, that 0.10 mills be levied on the taxable valuation as equalized for yard waste collection;

AND BE IT FURTHER RESOLVED, that 0.85 mills be levied on the taxable valuation as equalized to cover the principal and interest payments of the 2008 Building Facility & Site bonds due November 2011 and May 2012. The issuing of these bonds was approved through a ballot proposal by the City of Charlotte electorate on November 6, 2007;



**City of Charlotte Resolution #2011-09**

AND BE IT FURTHER RESOLVED, that all taxes and special assessments levied on the City tax roll be assessed a 1% property tax administration fee;

AND BE IT FURTHER RESOLVED, that the City Manager be authorized to grant wage increases for all non-union employees within the budget appropriations and the wage schedule;

AND BE IT FURTHER RESOLVED, that the City Council adopt the following policies as recommended by the City Manager:

- 1) City Council reserve the following funds of the City:

| <b>Fund #</b> | <b>Fund Name</b>                 | <b>Amount</b>     |
|---------------|----------------------------------|-------------------|
| 101           | General Fund                     | \$ 360,000        |
|               | Retiree Health Insurance 200,000 |                   |
|               | Prepays & Inventory 160,000      |                   |
| 261           | LDFA Fund - MEDC Debt Obligation | <u>75,960</u>     |
|               | <b>Total</b>                     | <b>\$ 435,960</b> |

AND BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to make budgetary transfers within a Fund or between funding centers within a Fund, if they exist, and that all other transfers be approved only by further action of the City Council, pursuant to the provisions of the Michigan Uniform Budget Act.

Seconded by Councilmember Sanders. 6 Yes, 0 No, 1 Abstain (Arnold)

I hereby certify that the above is a certified true copy of a resolution adopted at a regular meeting of the Charlotte City Council on June 13, 2011.

Michelle M. King, City Clerk  
City of Charlotte



GENERAL FUND



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                  |        | CASH-ON-HAND PROJECTION                       |                  |  |
|--|------------------|--------|---|------------------|--|
|  |                  |        |   |                  |  |
| Unreserved Fund Balance @ 7/1/10                   | 1,257,904        |        | Cash-on-hand @ 7/1/10                         | 1,633,670        |  |
| + Projected 10/11 Revenues                         | 5,236,933        |        | + Projected 10/11 Revenues                    | 5,236,933        |  |
| - Projected 10/11 Expenditures                     | (5,571,492)      |        | - Projected 10/11 Expenditures                | (5,571,492)      |  |
| + Draws from Reserved/Designated Fund Balance      | -                |        | + Draws from Reserved/Designated Fund Balance | -                |  |
| Projected Unreserved Fund Balance @ 6/30/11        | 923,345          |        | Projected Cash-on-hand @ 6/30/11              | 1,299,111        |  |
| + Budgeted 11/12 Revenues                          | 4,888,430        |        | + Budgeted 11/12 Revenues                     | 4,888,430        |  |
| - Budgeted 11/12 Expenditures                      | (5,101,290)      |        | - Budgeted 11/12 Expenditures                 | (5,101,290)      |  |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b>710,485</b>   |        | <b>Projected Cash-on-hand @ 6/30/12</b>       | <b>1,086,251</b> |  |
| Reserved Fund Balance - Prepaids & Inventory       | 160,000          |        | Reserved Fund Balance - Prepaids & Inventory  | 160,000          |  |
| Designated Fund Balance - Retiree Health Benefits  | 200,000          |        | Designated Cash - Retiree Health Benefits     | 200,000          |  |
| <b>Total Projected Fund Balance @ 6/30/12</b>      | <b>1,070,485</b> |        | <b>Available Cash-on-hand @ 6/30/12</b>       | <b>1,446,251</b> |  |
| <b>EXPENDITURE BREAKDOWN</b>                       |                  |        |   |                  |  |
| Budgeted 11/12 Salary & Benefits                   | 3,245,270        | 63.6%  |   |                  |  |
| Budgeted 11/12 Operational Expenditures            | 1,332,397        | 26.1%  |   |                  |  |
| Budgeted 11/12 Capital Expenditures                | 266,850          | 5.2%   |   |                  |  |
| Budgeted 11/12 Interfund Capital Transfers         | 202,523          | 4.0%   |   |                  |  |
| Budgeted 11/12 Interfund Operating Transfers       | 54,250           | 1.1%   |   |                  |  |
|  | 5,101,290        | 100.0% |   |                  |  |
| <b>Total Non-Capital Expenditures</b>              | <b>4,631,917</b> |        |   |                  |  |
| <b>Projected Unreserved FB</b>                     | <b>15.3%</b>     |        |   |                  |  |
| <b>Projected Total FB</b>                          | <b>23.1%</b>     |        |   |                  |  |



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

| Program                                   | ACTUAL         |                  |                        | FY 2010/2011           |                       |                  | BUDGETED         | PROJECTED FY 2011/2012 |                  |                  |
|---|----------------|------------------|------------------------|------------------------|-----------------------|------------------|------------------|------------------------|------------------|------------------|
|   | FY 08/09       | FY 09/10         | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            | FY 10/11         | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| <b>TOTAL REVENUES - GENERAL FUND</b>      | 5,407,006      | 5,122,439        | 4,033,515              | 4,155,326              | 1,081,607             | 5,236,933        | 5,085,389        | 4,891,430              | 4,891,430        | 4,888,430        |
| <b>TOTAL EXPENDITURES</b>                 |                |                  |                        |                        |                       |                  |                  |                        |                  |                  |
| 100 - MAYOR, CITY COUNCIL & BOARDS        | 19,639         | 17,340           | 7,397                  | 6,857                  | 11,088                | 17,945           | 21,800           | 23,270                 | 18,270           | 18,270           |
| 150 - CITY MANAGER                        | 210,355        | 175,202          | 99,421                 | 77,640                 | 68,940                | 146,580          | 144,440          | 146,730                | 143,640          | 143,640          |
| 200 - CITY CLERK                          | 325,661        | 345,801          | 182,308                | 150,891                | 152,773               | 303,664          | 336,880          | 315,595                | 298,855          | 302,225          |
| 210 - CITY ASSESSOR                       | 121,163        | 141,581          | 61,408                 | 60,446                 | 74,125                | 134,571          | 142,932          | 157,010                | 146,440          | 148,020          |
| 220 - FINANCE & TREASURY                  | 346,783        | 376,593          | 238,728                | 275,272                | 156,395               | 431,667          | 377,505          | 389,710                | 389,210          | 389,210          |
| 230 - COMMUNITY DEVELOPMENT               | 105,962        | 131,068          | 73,954                 | 57,457                 | 59,269                | 116,726          | 102,144          | 118,662                | 106,312          | 115,482          |
| 300 - POLICE DEPARTMENT                   | 1,935,061      | 1,998,068        | 951,914                | 999,815                | 904,756               | 1,904,571        | 1,907,235        | 2,029,810              | 1,966,260        | 1,936,740        |
| 350 - FIRE DEPARTMENT                     | 926,990        | 1,131,674        | 459,239                | 634,357                | 519,126               | 1,153,483        | 1,127,630        | 946,960                | 853,220          | 870,900          |
| 410 - PUBLIC WORKS ADMINISTRATION         | 222,305        | 249,898          | 110,577                | 128,209                | 157,787               | 285,996          | 270,710          | 265,260                | 260,200          | 257,320          |
| 422 - LEAF COLLECTION                     | 15,510         | 18,580           | 10,739                 | 8,701                  | 10,905                | 19,606           | 20,310           | 19,730                 | 19,730           | 19,730           |
| 424 - PARKING SERVICES                    | 18,051         | 22,359           | 11,340                 | 16,536                 | 81,466                | 98,002           | 100,400          | 112,920                | 112,920          | 112,920          |
| 425 - PARKING SERVICES/WINTER MAINT.      | 25,571         | 18,491           | 1,718                  | 5,460                  | 11,383                | 16,843           | 21,540           | 21,980                 | 21,980           | 21,980           |
| 430 - STORM SEWERS                        | 38,439         | 36,206           | 27,761                 | 22,989                 | 12,385                | 35,374           | 38,010           | 28,940                 | 28,940           | 28,940           |
| 440 - SIDEWALK MAINTENANCE                | 48,135         | 63,567           | 34,786                 | 37,009                 | 13,649                | 50,658           | 64,320           | 31,910                 | 31,910           | 31,910           |
| 442 - HANDI-CAP RAMPS                     | 334            | 4,417            | 1,936                  | 987                    | 1,838                 | 2,825            | 4,570            | 3,110                  | 3,110            | 3,110            |
| 452 - TREE MAINTENANCE                    | 69,014         | 72,877           | 10,143                 | 20,748                 | 63,071                | 83,819           | 83,710           | 81,630                 | 77,630           | 77,630           |
| 663 - CITY PROPERTY MAINTENANCE           | 91,905         | 120,006          | 46,025                 | 51,973                 | 62,215                | 114,188          | 101,570          | 127,050                | 87,050           | 87,050           |
| 664 - CITY HALL BUILDING & GROUNDS        | 167,482        | 133,164          | 47,278                 | 74,811                 | 95,085                | 169,896          | 142,565          | 146,050                | 124,050          | 124,050          |
| 825 - PARKS & RECREATION                  | 80,144         | 146,719          | 76,885                 | 73,116                 | 42,007                | 115,123          | 155,690          | 168,630                | 155,390          | 155,390          |
| 999 - CONTRIBUTIONS TO OTHER FUNDS        | 137,037        | 405,682          | 180,444                | 184,980                | 184,975               | 369,955          | 369,955          | 439,523                | 256,773          | 256,773          |
| OPERATIONAL EXPENDITURE REDUCTIONS TBD    | -              | -                | -                      | -                      | -                     | -                | -                | -                      | -                | -                |
| <b>TOTAL EXPENSES - GENERAL FUND</b>      | 4,905,541      | 5,609,293        | 2,634,001              | 2,888,254              | 2,683,238             | 5,571,492        | 5,533,916        | 5,574,480              | 5,101,890        | 5,101,290        |
| <b>REVENUES OVER (UNDER) EXPENDITURES</b> | <b>501,465</b> | <b>(486,854)</b> | <b>1,399,514</b>       | <b>1,267,072</b>       | <b>(1,601,631)</b>    | <b>(334,559)</b> | <b>(448,527)</b> | <b>(683,050)</b>       | <b>(210,460)</b> | <b>(212,860)</b> |



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Account Name                   | ACTUAL           |                  | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                  | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                  |                  |
|--------------|--------------------------------|------------------|------------------|------------------------|------------------------|-----------------------|------------------|----------------------|------------------------|------------------|------------------|
|              |                                | FY 08/09         | FY 09/10         |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            |                      | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| 411.000      | Current Tax Collection         | 3,026,505        | 3,204,619        | 3,110,028              | 3,105,312              | 89,688                | 3,195,000        | 3,200,000            | 3,115,000              | 3,115,000        | 3,115,000        |
| 412.000      | Trailer Park Taxes             | 957              | 853              | 456                    | 462                    | 538                   | 1,000            | 900                  | 1,000                  | 1,000            | 1,000            |
| 413.000      | Taxes - Collection Fees        | 110,646          | 116,985          | 79,444                 | 83,818                 | 30,182                | 114,000          | 105,000              | 108,000                | 108,000          | 108,000          |
| 414.000      | Taxes - Interest & Penalties   | 48,549           | 26,556           | 3,160                  | 15,663                 | 4,137                 | 19,800           | 18,000               | 20,000                 | 20,000           | 20,000           |
| 416.000      | Delinquent Property Taxes      | 39,295           | 39,940           | 19,693                 | 487                    | -                     | 487              | 10,000               | 5,000                  | 5,000            | 5,000            |
| 423.000      | EM&P Trade Inspections         | 5,077            | 3,282            | 1,615                  | 2,992                  | 2,008                 | 5,000            | 3,000                | -                      | -                | -                |
| 425.000      | Building Permits               | 62,715           | 16,855           | 9,615                  | 12,460                 | 3,540                 | 16,000           | 20,000               | 15,000                 | 15,000           | 15,000           |
| 426.000      | Gun Permits                    | 485              | 285              | 110                    | 200                    | 200                   | 400              | 300                  | 400                    | 400              | 400              |
| 427.000      | Solicitor Permits              | 270              | 310              | 95                     | 20                     | 80                    | 100              | 150                  | 100                    | 100              | 100              |
| 428.000      | Zoning Permits                 | 35               | 105              | 30                     | 70                     | 30                    | 100              | 25                   | 50                     | 50               | 50               |
| 429.000      | Other Permits                  | 2,275            | 1,575            | 650                    | 31                     | 269                   | 300              | 1,000                | 500                    | 500              | 500              |
| 432.000      | Liquor Licenses                | 1,059            | 8,245            | 7,901                  | 7,734                  | -                     | 7,734            | 7,800                | 7,500                  | 7,500            | 7,500            |
| 433.000      | State Rev. Sharing - Sales Tax | 866,895          | 743,354          | 267,273                | 275,143                | 444,857               | 720,000          | 635,000              | 683,000                | 683,000          | 683,000          |
| 437.000      | State Grant                    | -                | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 437.001      | State Grant - Police           | -                | -                | -                      | 1,804                  | -                     | 1,804            | -                    | -                      | -                | -                |
| 437.002      | State Grant - DNR              | -                | 200              | -                      | -                      | 23,937                | 23,937           | -                    | -                      | -                | -                |
| 438.000      | County/Local Grants            | 1,200            | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 439.000      | Federal Grants                 | 14,503           | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 439.005      | Federal Grant - DOJ            | -                | 17,985           | 17,985                 | -                      | -                     | -                | -                    | -                      | -                | -                |
| 442.000      | Rural Fire Association         | 221,846          | 299,947          | 215,948                | 324,424                | -                     | 324,424          | 307,000              | 225,000                | 225,000          | 230,000          |
| 443.000      | Cable Franchise Fees           | 52,111           | 41,127           | 10,602                 | 10,293                 | 29,707                | 40,000           | 40,000               | 40,000                 | 40,000           | 40,000           |
| 444.000      | Airport Hangar Rent            | 16,070           | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 446.000      | Weed Cutting                   | 8,421            | 8,648            | 3,063                  | 2,400                  | 2,600                 | 5,000            | 5,000                | 5,000                  | 5,000            | 5,000            |
| 447.000      | Accident Report Copies         | 3,739            | 5,750            | 2,273                  | 1,235                  | 765                   | 2,000            | 4,000                | 2,500                  | 2,500            | 2,500            |
| 448.000      | Payment in Lieu of Taxes       | 8,469            | 8,847            | -                      | -                      | 8,500                 | 8,500            | 8,500                | 9,000                  | 9,000            | 9,000            |
| 450.000      | School Participation           | 41,693           | 39,882           | 1,180                  | 1,117                  | 44,183                | 45,300           | 42,000               | 43,000                 | 43,000           | 43,000           |
| 451.000      | Copy/Fax Charges               | 63               | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 471.000      | Parking Fines                  | 10,415           | 7,015            | 2,892                  | 3,926                  | 4,074                 | 8,000            | 10,000               | 7,000                  | 7,000            | 7,000            |
| 472.000      | District Court Fines           | 25,649           | 20,432           | 9,345                  | 13,080                 | 11,920                | 25,000           | 20,000               | 25,000                 | 25,000           | 17,000           |
| 473.000      | Civil Infractions              | 375              | 2,264            | 2,265                  | -                      | -                     | -                | 500                  | 200                    | 200              | 200              |
| 474.000      | OUIL Cost Recovery             | 10,192           | (59,167)         | 5,205                  | 7,377                  | 623                   | 8,000            | 10,000               | 7,500                  | 7,500            | 7,500            |
| 501.000      | Interest Income                | 60,675           | 6,083            | 4,742                  | 4,002                  | 5,998                 | 10,000           | 15,000               | 10,000                 | 10,000           | 10,000           |
| 591.002      | Annual Cable Payment           | 5,002            | 5,054            | -                      | -                      | 12,350                | 12,350           | 5,000                | 8,000                  | 8,000            | 8,000            |
| 592.000      | Fuel Sales                     | 53,608           | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 593.000      | Rent Earned - City Property    | 10,625           | 11,324           | -                      | 1,678                  | -                     | 1,678            | -                    | 2,500                  | 2,500            | 2,500            |
| 594.000      | Sale of Fixed Assets           | 10,400           | 19,282           | -                      | 18,105                 | -                     | 18,105           | -                    | 8,000                  | 8,000            | 8,000            |
| 596.000      | Sundry Revenue                 | 233,486          | 9,739            | 7,995                  | 10,655                 | 2,345                 | 13,000           | 5,000                | 10,000                 | 10,000           | 10,000           |
| 600.000      | Reimbursements                 | 3,212            | 3,200            | 3,200                  | 3,200                  | -                     | 3,200            | 3,500                | 6,200                  | 6,200            | 6,200            |
| 602.000      | Contributions from Retiree's   | 47,829           | 72,979           | 37,326                 | 29,277                 | 40,723                | 70,000           | 85,000               | 85,000                 | 85,000           | 85,000           |
| 603.000      | Contributions from Others      | 7,085            | 2,170            | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 605.261      | Contrib. from LDFA Fund        | -                | 17,874           | -                      | 8,937                  | 8,937                 | 17,874           | 17,874               | 17,880                 | 17,880           | 17,880           |
| 605.500      | Contrib. from Recycling Fund   | 6,850            | 7,040            | 3,522                  | 3,522                  | 3,518                 | 7,040            | 7,040                | 7,200                  | 7,200            | 7,200            |
| 605.510      | Contrib. from Water & Sewer    | 345,725          | 367,500          | 183,750                | 183,750                | 183,750               | 367,500          | 367,500              | 371,300                | 371,300          | 371,300          |
| 605.601      | Contrib. from MVP Fund         | 43,000           | 44,300           | 22,152                 | 22,152                 | 22,148                | 44,300           | 44,300               | 45,600                 | 45,600           | 45,600           |
| 606.000      | Loan Proceeds                  | -                | -                | -                      | -                      | 100,000               | 100,000          | 87,000               | -                      | -                | -                |
| <b>TOTAL</b> |                                | <b>5,407,006</b> | <b>5,122,439</b> | <b>4,033,515</b>       | <b>4,155,326</b>       | <b>1,081,607</b>      | <b>5,236,933</b> | <b>5,085,389</b>     | <b>4,891,430</b>       | <b>4,891,430</b> | <b>4,888,430</b> |



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| <p><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 100 – MAYOR, CITY COUNCIL &amp; BOARDS</b></p> |
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**DEPARTMENT FUNCTION**

The Mayor and City Council are the elected representatives of the residents. In this role, they formulate policies and ordinances to guide development, assure public safety and provide desired services to the residents.

This department accounts for the expenditures needed for the operation of the Mayor, City Council and various Boards in performing their various duties on behalf of the City of Charlotte.



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 100 - MAYOR, CITY COUNCIL & BOARDS

[illegible]



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| <p><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 150 – CITY MANAGER</b></p> |
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**DEPARTMENT FUNCTION**

The City Manager is the chief administrative officer of the City and is appointed by the Mayor and City Council and serves at their discretion. The City Manager provides professional leadership in the administration and execution of the policies and objectives formulated by the Mayor and City Council and propose ordinances, policies and alternative solutions to City problems for the Mayor and City Council's consideration.

**OPERATING NEEDS**

**Professional Services**

|                     |                |
|---------------------|----------------|
| IS Consultant.....  | \$2,310        |
| Miscellaneous ..... | <u>300</u>     |
| Total               | <u>\$2,610</u> |

**Capital Outlay – Computer Equipment**

|                        |                |
|------------------------|----------------|
| General IT Items ..... | \$1,400        |
| Miscellaneous .....    | <u>250</u>     |
| Total                  | <u>\$1,650</u> |

**Capital Outlay – Equipment**

|                     |       |
|---------------------|-------|
| Miscellaneous ..... | \$100 |
|---------------------|-------|



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**150 - CITY MANAGER**

| Account Code | Explanation                   | ACTUAL         |                | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                |                |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|----------------|----------------|
|              |                               | FY 08/09       | FY 09/10       | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT HEAD              | CITY MANAGER   | CITY COUNCIL   |
| 703.000      | Administrative Salaries       | 87,836         | 87,786         | 43,750                 | 44,928                 | 38,202                | 83,130         | 83,130         | 83,130                 | 83,130         | 83,130         |
| 704.000      | Staff Wages                   | 32,685         | -              | 1,512                  | -                      | -                     | -              | -              | -                      | -              | -              |
| 710.000      | Compensated Absences          | 6,075          | 2,455          | 3,069                  | -                      | -                     | -              | -              | -                      | -              | -              |
| 711.000      | Longevity                     | 864            | 394            | 493                    | -                      | -                     | -              | -              | -                      | -              | -              |
| 714.000      | Unused Sick & Vacation Leave  | 2,783          | 10,038         | 12,235                 | -                      | -                     | -              | 250            | 250                    | 250            | 250            |
| 718.000      | Auto Allowance                | 3,518          | 3,517          | 1,752                  | 1,887                  | 1,613                 | 3,500          | 3,500          | 3,500                  | 3,500          | 3,500          |
| 721.000      | FICA/Medicare - City Share    | 10,232         | 7,971          | 4,805                  | 3,581                  | 2,779                 | 6,360          | 6,360          | 6,360                  | 6,360          | 6,360          |
| 723.000      | Vision Care                   | 282            | 226            | 133                    | 90                     | 90                    | 180            | 160            | 180                    | 180            | 180            |
| 724.000      | Life, Work Comp, Unemployment | 542            | 916            | 54                     | 136                    | 1,064                 | 1,200          | 1,205          | 1,800                  | 1,800          | 1,800          |
| 725.603      | Retiree Health Benefits       | 12,643         | 18,432         | 9,088                  | 9,518                  | 10,482                | 20,000         | 17,300         | 16,700                 | 16,700         | 16,700         |
| 725.604      | Dental & Health Benefits      | 26,660         | 21,975         | 10,924                 | 8,854                  | 5,146                 | 14,000         | 12,175         | 14,400                 | 14,400         | 14,400         |
| 728.000      | Retirement Plans (City Share) | 16,927         | 11,240         | 6,735                  | 4,493                  | 3,817                 | 8,310          | 8,310          | 8,310                  | 8,310          | 8,310          |
| 731.000      | Materials & Supplies          | 837            | 199            | 124                    | 151                    | 149                   | 300            | 400            | 200                    | 200            | 200            |
| 732.000      | Postage                       | 185            | 334            | 157                    | 145                    | 155                   | 300            | 400            | 200                    | 200            | 200            |
| 735.000      | Dues & Subscriptions          | 999            | 1,024          | 914                    | 828                    | 372                   | 1,200          | 1,200          | 1,200                  | 1,200          | 1,200          |
| 737.000      | Printing & Publishing         | 109            | 139            | 51                     | 37                     | 63                    | 100            | 200            | 100                    | 100            | 100            |
| 741.000      | Maintenance - Eq/Bldg/Grnds   | -              | -              | -                      | -                      | -                     | -              | 100            | 100                    | 100            | 100            |
| 744.000      | Telephone & Internet          | 979            | 1,299          | 481                    | 771                    | 229                   | 1,000          | 550            | 300                    | 300            | 300            |
| 746.000      | Professional Services         | 3,314          | 4,262          | 2,240                  | 2,058                  | 1,142                 | 3,200          | 3,200          | 3,200                  | 2,610          | 2,610          |
| 747.000      | Insurance & Bonds             | 1,803          | 1,190          | -                      | -                      | 2,200                 | 2,200          | 2,200          | 2,200                  | 2,200          | 2,200          |
| 748.000      | Conferences & Training        | 524            | 1,251          | 554                    | 5                      | 995                   | 1,000          | 1,000          | 1,000                  | -              | -              |
| 751.000      | Meeting Expense               | 102            | 168            | 30                     | 32                     | 68                    | 100            | 250            | 250                    | 250            | 250            |
| 864.000      | Capital Outlay - Equipment    | -              | -              | -                      | -                      | -                     | -              | 100            | 100                    | 100            | 100            |
| 865.000      | Cap. Outlay - Computer Equip. | 456            | 356            | 320                    | 126                    | 374                   | 500            | 2,350          | 3,150                  | 1,650          | 1,650          |
| 972.000      | Sundry                        | -              | 30             | -                      | -                      | -                     | -              | 100            | 100                    | 100            | 100            |
|              |                               | <b>210,355</b> | <b>175,202</b> | <b>99,421</b>          | <b>77,640</b>          | <b>68,940</b>         | <b>146,580</b> | <b>144,440</b> | <b>146,730</b>         | <b>143,640</b> | <b>143,640</b> |



## **FUND 101 – GENERAL FUND**

### **DEPARTMENT 200 – CITY CLERK**

#### ***DEPARTMENT FUNCTION***

There will be one, possibly two elections during the 11/12 fiscal year. The General Election is in November and there may be either an August or May Election. Included in the November election will be three City Councilmembers, the Mayor and the annual School Board election.

Registered voters residing in the City numbered 6262 for the November 2010 Election, that is almost 150 more than 2008. Election workers were recertified in 2010, and will not require recertification until 2012. We will attempt to consolidate the precincts every election that we can and will begin sharing in the cost of publications with other communities when it is possible.

The City Clerk's office is responsible for retention and maintenance of the City's public records. This includes the minutes of the City Council and various City Boards, as well as deeds, contracts and agreements, resolutions, personnel records, claims and suits, vehicle titles and registration, and any other legal documents that are a part of municipal government. The Clerk also maintains the City Code and ensures that all the proper notices are published in accordance with federal and state law. All administration of the City's insurance policies, including property and liability for all departments of the City is the Clerk's responsibility.

Human resource duties are the responsibility of the Clerk's office. These duties include: hiring personnel, health, optical and dental insurance, deferred compensation, workers compensation reports, retirement, maintenance of the city's blood borne pathogen records, MSDS policy, personnel policy, ADA, and Family Medical Leave.

City Hall maintenance is shared between the Clerk's office and the Fire/Building Department. The Clerk's office is responsible for the custodial duties, ordering of maintenance supplies, floor coverings, wall coverings and furnishings. The Building/Fire Department is responsible for structural maintenance and repair. We share that budget which can be found in the general fund's department 664.



## ***BUDGET SUMMARY***

The FY 11/12 budget will provide for the setup of the November General Election as well as the August and May elections, if necessary.

The Other Compensation account provides for wages for election chairpersons and inspectors to work the Elections.

The materials and supply account provides for the various forms and supplies required to conduct the registration and election process. This year it will also include office supplies for the Clerks office and funding for framing resolution, personnel supplies, and grave marker/flags for the VFW/American Legion. Employee recognition awards, retirement open house supplies, and ergonomic equipment costs are budgeted in supplies.

The Professional Services account sets aside funds to program the memory cards for the M-100 and AutoMark voting machines for the elections, and for printing the ballots. Funds have been budgeted for actuarial studies, indigent attorney fees and a property appraisal for insurance purposes which will be conducted in the Summer of 2011. Funds for the City's general legal services are budgeted by the clerk's department, as well as services for medical exams and drug testing.

Contractual services account provides for the shredding of documents which as been done on a monthly basis to keep up with the demand and to save on costs. It also covers the cost of our M-100 service agreements which, until this year, has been paid in full by the State of Michigan.

A recent change in the health insurance carrier for most employees has resulted in a reduction in health care costs, helping to offset the costs associated with the Patient Protection and Affordable Care Act (PPACA) and the Health Care and Education Affordability Reconciliation Act of 2010 (together known as "Health Care Reform"). We have yet to see exactly what impact Health Care reform has had upon our budget, but should have a much better idea when preparing for 2012/2013.

## **GOALS AND OBJECTIVES**

The goals of the Clerk's office are to be efficient, accessible to the public, the council and employees, and provide accurate records of city business. We continue to utilize technology available to increase efficiency, conducting elections with accuracy, and maintaining the education necessary to perform the demanding duties of the office. Employees will be encouraged to take advantage of the education and health benefits available to all employees. The City will continue to

offer a wellness benefit incentive for employees who become members of a health club, weight watchers or other related organization. We will attempt to improve the quality of life for our employees by offering voluntary future planning and lifestyle education workshops on a quarterly basis. We will continue working toward saving health care costs for the City, and preparing our aging employees for retirement.



## **OPERATING NEEDS**

### **Professional Services**

|                                  |                 |
|----------------------------------|-----------------|
| City Attorney .....              | \$48,000        |
| IT Consultant .....              | 1,800           |
| Actuarial studies.....           | 2,000           |
| Labor Attorney.....              | 10,000          |
| Encoding fees.....               | 560             |
| Ballot Printing fees .....       | 2,400           |
| Cobra/Flex Spending Fees .....   | 1,150           |
| Indigent attorney services ..... | .500            |
| Miscellaneous Medical .....      | <u>2,340</u>    |
| Total                            | <u>\$68,750</u> |

### **Contractual Services**

|                                     |                |
|-------------------------------------|----------------|
| M-100 Maintenance Fees.....         | \$700          |
| Shred-It document destruction ..... | 200            |
| Miscellaneous .....                 | <u>100</u>     |
| Total                               | <u>\$1,000</u> |

### **Capital Outlay – Equipment**

|                        |         |
|------------------------|---------|
| Office Furniture ..... | \$2,000 |
|------------------------|---------|

### **Capital Outlay – Computer Equipment**

|                                |                |
|--------------------------------|----------------|
| General IT Items .....         | \$1,400        |
| Computer.....                  | 1,250          |
| Acrobat Pro Software (2) ..... | .500           |
| Miscellaneous.....             | <u>250</u>     |
| Total                          | <u>\$3,400</u> |



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**200 - CITY CLERK**

| Account Code | Explanation                   | ACTUAL         |                | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                |                |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|----------------|----------------|
|              |                               | FY 08/09       | FY 09/10       | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT HEAD              | CITY MANAGER   | CITY COUNCIL   |
| 703.000      | Administrative Salaries       | 57,410         | 61,952         | 30,605                 | 34,608                 | 32,292                | 66,900         | 66,900         | 67,520                 | 67,520         | 67,520         |
| 704.000      | Staff Wages                   | 38,608         | 37,846         | 19,445                 | 21,216                 | 19,218                | 40,434         | 44,220         | 44,220                 | 44,220         | 44,220         |
| 706.000      | City Labor - DPW              | 2,179          | 181            | 181                    | 1,177                  | 123                   | 1,300          | 500            | 500                    | 500            | 500            |
| 707.000      | Part-time Staff Wages         | 733            | -              | -                      | -                      | -                     | -              | -              | -                      | -              | -              |
| 710.000      | Compensated Absences          | 5,879          | 7,295          | 3,766                  | 3,786                  | -                     | 3,786          | -              | -                      | -              | -              |
| 711.000      | Longevity                     | 1,500          | 1,500          | 1,500                  | 1,500                  | -                     | 1,500          | 1,500          | 1,500                  | 1,500          | 1,500          |
| 714.000      | Unused Sick & Vacation Leave  | 1,698          | 1,358          | -                      | 96                     | 1,384                 | 1,480          | 1,480          | 1,480                  | 1,480          | 1,480          |
| 715.000      | Health Reimbursement          | 3,150          | 3,025          | 1,500                  | 1,500                  | 1,500                 | 3,000          | 3,000          | 3,000                  | 3,000          | 3,000          |
| 719.000      | Clothing Allowance            | 375            | 500            | 250                    | 250                    | 250                   | 500            | 500            | 500                    | 500            | 500            |
| 721.000      | FICA/Medicare - City Share    | 8,514          | 8,647          | 4,382                  | 4,775                  | 3,995                 | 8,770          | 8,770          | 8,940                  | 8,940          | 8,940          |
| 723.000      | Vision Care                   | 785            | 944            | 304                    | 305                    | 295                   | 600            | 750            | 600                    | 600            | 600            |
| 724.000      | Life, Work Comp, Unemployment | 542            | 916            | 54                     | 184                    | 916                   | 1,100          | 1,100          | 2,000                  | 2,000          | 2,000          |
| 725.603      | Retiree Health Benefits       | 19,070         | 27,595         | 13,605                 | 16,431                 | 19,569                | 36,000         | 34,500         | 33,300                 | 33,300         | 33,300         |
| 725.604      | Dental & Health Benefits      | 13,330         | 14,650         | 7,283                  | 7,402                  | 7,398                 | 14,800         | 12,175         | 14,400                 | 14,400         | 14,400         |
| 728.000      | Retirement Plans (City Share) | 11,261         | 12,049         | 6,148                  | 7,326                  | 6,674                 | 14,000         | 10,790         | 14,260                 | 9,870          | 13,240         |
| 728.001      | Retirement Health Savings     | 1,843          | 2,008          | 1,000                  | 7,000                  | 1,000                 | 8,000          | 2,000          | 5,375                  | 5,375          | 5,375          |
| 730.000      | Safety Supplies               | 310            | 928            | 450                    | -                      | 250                   | 250            | 900            | 700                    | 700            | 700            |
| 731.000      | Materials & Supplies          | 4,336          | 2,435          | 1,066                  | 1,071                  | 1,500                 | 2,571          | 3,000          | 3,400                  | 3,400          | 3,400          |
| 732.000      | Postage                       | 1,149          | 1,088          | 482                    | 259                    | 251                   | 510            | 2,000          | 2,400                  | 2,400          | 2,400          |
| 735.000      | Dues & Subscriptions          | 1,063          | 1,112          | 422                    | 218                    | 502                   | 720            | 1,350          | 1,350                  | 1,350          | 1,350          |
| 737.000      | Printing & Publishing         | 5,868          | 7,358          | 4,445                  | 3,316                  | 3,504                 | 6,820          | 10,000         | 8,000                  | 8,000          | 8,000          |
| 741.000      | Maintenance - Eq/Bldg/Grnds   | -              | -              | -                      | 75                     | 200                   | 275            | 500            | 500                    | 500            | 500            |
| 744.000      | Telephone & Internet          | 1,180          | 1,397          | 510                    | 865                    | 900                   | 1,765          | 600            | 900                    | 900            | 900            |
| 746.000      | Professional Services         | 120,309        | 139,561        | 78,962                 | 25,054                 | 43,269                | 68,323         | 102,995        | 81,100                 | 68,750         | 68,750         |
| 747.000      | Insurance & Bonds             | 2,604          | 1,329          | -                      | -                      | 1,000                 | 1,000          | 1,300          | 1,300                  | 1,300          | 1,300          |
| 748.000      | Conferences & Training        | 3,596          | 2,589          | 1,304                  | 1,171                  | 1,829                 | 3,000          | 3,000          | 3,000                  | 3,000          | 3,000          |
| 749.000      | Contractual Services          | 1,638          | 1,745          | 350                    | 604                    | 1,006                 | 1,610          | 2,100          | 1,000                  | 1,000          | 1,000          |
| 750.000      | Other Compensation            | 11,401         | 3,141          | 2,221                  | 8,291                  | 1,119                 | 9,410          | 13,000         | 5,000                  | 5,000          | 5,000          |
| 751.000      | Meeting Expense               | 41             | 40             | 40                     | 137                    | 13                    | 150            | 100            | 150                    | 150            | 150            |
| 753.000      | Special Purpose Expenses      | 1,774          | 436            | 198                    | 1,360                  | 300                   | 1,660          | 2,000          | 1,500                  | 1,500          | 1,500          |
| 851.000      | MVP Equipment Rental          | 424            | 75             | 27                     | 295                    | 75                    | 370            | 200            | 200                    | 200            | 200            |
| 864.000      | Capital Outlay - Equipment    | -              | -              | -                      | -                      | -                     | -              | 1,000          | 2,000                  | 2,000          | 2,000          |
| 865.000      | Cap. Outlay - Computer Equip. | 1,356          | 594            | 533                    | 210                    | 2,000                 | 2,210          | 2,850          | 3,400                  | 3,400          | 3,400          |
| 970.000      | Mileage Allowance             | 327            | 453            | 175                    | 368                    | 202                   | 570            | 300            | 600                    | 600            | 600            |
| 972.000      | Sundry                        | 1,408          | 1,054          | 1,100                  | 41                     | 239                   | 280            | 1,500          | 1,500                  | 1,500          | 1,500          |
|              |                               | <b>325,661</b> | <b>345,801</b> | <b>182,308</b>         | <b>150,891</b>         | <b>152,773</b>        | <b>303,664</b> | <b>336,880</b> | <b>315,595</b>         | <b>298,855</b> | <b>302,225</b> |



## **FUND 101 – GENERAL FUND DEPARTMENT 210 – ASSESSOR**

### **DEPARTMENT FUNCTION**

The Assessing department is responsible for listing each parcel of real estate and each personal property account located within the city limits for the purpose of creating and maintaining an assessment roll. The assessment roll is the basis for calculating property taxes. The assessing department must comply with the “General Property Tax Law” which is “Public Act 206 of 1893”.

The primary function of this department is the appraisal of each parcel of real estate and each item of personal property within the city limits. In conjunction with appraising, there are many related functions such as; market analysis; sales studies; land value studies; assessment appeals; preparation of special assessment rolls, calculation of the assessed, capped and taxable value, and administration of the homestead exemptions as required by Proposal A.

A very important part of this department is assisting the general public with questions and information pertaining to the assessment practice.

The Board of Review is a five-member board responsible for hearing assessment appeals as well as making corrections due to clerical errors within the assessment roll. The authority of this board is given through the General Property Tax Act, §211.28 within the Michigan Constitution. The board has full authority to make individual changes to the assessment roll based on the information presented to them by a taxpayer, their representative or the assessor. There are typically four meetings per year, two full days in March for taxpayer appeals, one meeting in July and December to correct errors within the assessment rolls.



## **BUDGET SUMMARY**

### **Personnel**

An ongoing training program is in place and this will continue throughout the year. We have budgeted for educational classes for this year which involve more computer training as well as continued training involving the assessment practice.

### **Budget Summary**

The re-inspection program continues this year of the residential properties. The second year of this proposal will include approximately 700 inspections and the data entry of the information obtained while doing the inspections. Many of the accounts in the assessing budget have remained unchanged. The assessor's contract fee will remain unchanged. The main change this year is an increase from \$5,000 to \$10,000 to cover the cost of any possible tax tribunal appeals that may require substantial cost for appraisals or expert witnesses.

### **Goals and Objectives**

It is our goal to continue to maintain a quality assessing department by maintaining and improving our records. With the addition of the re-inspection program we will greatly improve the accuracy of our records. This should be an ongoing process and is actually required by the State Tax Commission. This will help maintain the consistency and accuracy of our records which will in turn assure us that we are collecting the proper amount of revenues due to the City while at the same time meeting the requirements of the State.

### **Performance Data**

|                                  |               |
|----------------------------------|---------------|
| 2003 State Equalized Value ..... | \$216,462,800 |
| 2004 State Equalized Value ..... | \$232,238,100 |
| 2005 State Equalized Value ..... | \$249,152,800 |
| 2006 State Equalized Value ..... | \$264,872,200 |
| 2007 State Equalized Value ..... | \$277,791,863 |
| 2008 State Equalized Value ..... | \$280,957,663 |
| 2009 State Equalized Value ..... | \$283,560,887 |
|                                  |               |
| 2003 Taxable Value .....         | \$175,127,400 |
| 2004 Taxable Value .....         | \$183,373,000 |
| 2005 Taxable Value .....         | \$196,457,200 |
| 2006 Taxable Value .....         | \$207,796,500 |
| 2007 Taxable Value .....         | \$219,613,813 |
| 2008 Taxable Value .....         | \$227,609,491 |
| 2009 Taxable Value.....          | \$239,239,917 |



**OPERATING NEEDS HIGHLIGHTS**

**Professional Services**

IS Consultant..... \$2,000

**Contractual Services**

Assessor's Services..... \$32,965  
Reappraisal..... 10,700  
MTT Appeals ..... 3,000  
BS&A Internet Suppoert..... 1,200  
BS&A (Annual Maintenance Agreement)..... 1,200  
APEX Support ..... 900

Total \$56,965

**Capital Outlay – Equipment**

Miscellaneous..... \$500

**Capital Outlay – Computer Equipment**

General IT Items ..... \$1,900  
BSA Tax Software Upgrade ..... 8,000  
Computer..... 1,250  
Miscellaneous..... 250

Total \$11,400



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**210 - CITY ASSESSOR**

| Account Code | Explanation                   | ACTUAL         |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                |                |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|----------------|----------------|
|              |                               | FY 08/09       | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT HEAD              | CITY MANAGER   | CITY COUNCIL   |
| 704.000      | Staff Wages                   | 34,596         | 35,954         | 18,760                 | 18,576                 | 19,682                | 38,258         | 42,680               | 42,680                 | 42,680         | 42,680         |
| 709.000      | Other Compensation            | 507            | 726            | 123                    | -                      | 250                   | 250            | 550                  | 300                    | 300            | 300            |
| 710.000      | Compensated Absences          | 8,482          | 6,983          | 2,580                  | 4,422                  | -                     | 4,422          | -                    | -                      | -              | -              |
| 711.000      | Longevity                     | 1,246          | 1,280          | 1,280                  | 1,280                  | -                     | 1,280          | 1,280                | 1,500                  | 1,500          | 1,500          |
| 721.000      | FICA/Medicare - City Share    | 3,391          | 3,383          | 1,731                  | 1,857                  | 1,508                 | 3,365          | 3,360                | 3,380                  | 3,380          | 3,380          |
| 723.000      | Vision Care                   | 215            | 170            | 77                     | 67                     | 118                   | 185            | 185                  | 180                    | 180            | 180            |
| 724.000      | Life, Work Comp, Unemployment | 271            | 503            | 54                     | 87                     | 198                   | 285            | 285                  | 600                    | 600            | 600            |
| 725.603      | Retiree Health Benefits       | 6,322          | -              | -                      | -                      | -                     | -              | -                    | -                      | -              | -              |
| 725.604      | Dental & Health Benefits      | 13,330         | 14,650         | 7,283                  | 7,402                  | 6,598                 | 14,000         | 12,175               | 14,400                 | 14,400         | 14,400         |
| 728.000      | Retirement Plans (City Share) | 4,750          | 5,793          | 2,954                  | 3,367                  | 2,733                 | 6,100          | 4,400                | 7,290                  | 4,420          | 6,000          |
| 731.000      | Materials & Supplies          | 641            | 307            | 110                    | 130                    | 270                   | 400            | 600                  | 500                    | 500            | 500            |
| 732.000      | Postage                       | 2,939          | 4,374          | 584                    | 145                    | 2,855                 | 3,000          | 3,000                | 3,000                  | 3,000          | 3,000          |
| 735.000      | Dues & Subscriptions          | 1,359          | 424            | 424                    | 225                    | 125                   | 350            | 350                  | 390                    | 390            | 390            |
| 737.000      | Printing & Publishing         | 1,544          | 1,088          | 636                    | 355                    | 1,020                 | 1,375          | 1,375                | 1,225                  | 1,225          | 1,225          |
| 741.000      | Maintenance - Eq/Bldg/Grnds   | -              | -              | -                      | -                      | -                     | -              | 500                  | 500                    | 500            | 500            |
| 744.000      | Telephone & Internet          | 682            | 763            | 292                    | 449                    | -                     | 449            | 300                  | 600                    | 600            | 600            |
| 746.000      | Professional Services         | 1,792          | 2,134          | 1,120                  | 1,181                  | -                     | 1,181          | 2,000                | 2,000                  | 1,800          | 1,800          |
| 747.000      | Insurance & Bonds             | 1,697          | 670            | -                      | -                      | 2,100                 | 2,100          | 2,100                | 2,100                  | 2,100          | 2,100          |
| 748.000      | Conferences & Training        | 897            | 1,139          | 716                    | 1,071                  | 500                   | 1,571          | 2,000                | 2,000                  | -              | -              |
| 749.000      | Contractual Services          | 36,142         | 60,027         | 22,365                 | 19,706                 | 34,294                | 54,000         | 61,992               | 62,265                 | 56,965         | 56,965         |
| 864.000      | Capital Outlay - Equipment    | -              | 499            | -                      | -                      | -                     | -              | 500                  | 500                    | 500            | 500            |
| 865.000      | Cap. Outlay - Computer Equip. | 360            | 714            | 319                    | 126                    | 1,874                 | 2,000          | 3,100                | 11,400                 | 11,400         | 11,400         |
| 970.000      | Mileage                       | -              | -              | -                      | -                      | -                     | -              | 100                  | 200                    | -              | -              |
| 972.000      | Sundry                        | -              | -              | -                      | -                      | -                     | -              | 100                  | -                      | -              | -              |
|              |                               | <b>121,163</b> | <b>141,581</b> | <b>61,408</b>          | <b>60,446</b>          | <b>74,125</b>         | <b>134,571</b> | <b>142,932</b>       | <b>157,010</b>         | <b>146,440</b> | <b>148,020</b> |



|  |
|--|
| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 220 – FINANCE &amp; TREASURY</b></p> |
|--|

**DEPARTMENT FUNCTION**

The Finance & Treasury department incorporates a broad range of services and responsibilities over fiscal operations. The department's programs include administration, cash management, accounting, budgeting, revenue collection, taxes, payroll, accounts payable, utility billing, and customer service.

**BUDGET SUMMARY**

**Goals and Objectives**

Plan, organize, coordinate and direct the financial activities of the City

Provide for the development, implementation and support for all accounting systems of the City

Promote a sound cash management and investment program for the City

Provide for the administration of Debt and Treasury management policies of the City

Strive for continuous improvement in the areas of accounts payable, payroll and utility billing

Encourage and promote efficiencies in City operations through the use of computer technology



**OPERATING NEEDS**

**Professional Services**

|  |                 |
|--|-----------------|
| Auditors .....                           | \$50,000        |
| IS Consultant.....                       | 4,500           |
| Stauder & Barch - Annual Disclosure..... | <u>1,000</u>    |
| Total                                    | <u>\$55,500</u> |

**Contractual Services**

|  |                |
|--|----------------|
| Fund Balance (Annual Maintenance Agreement)..... | \$4,500        |
| BS&A Internet Suppoert.....                      | 1,500          |
| BS&A (Annual Maintenance Agreement).....         | <u>1,000</u>   |
| Total  | <u>\$7,000</u> |

**Capital Outlay – Equipment**

|                     |       |
|---------------------|-------|
| Miscellaneous ..... | \$500 |
|---------------------|-------|

**Annexation Tax Sharing**

|   |                 |
|---|-----------------|
| Eaton Twp 425 Agreement - Property Taxes.....   | \$42,000        |
| Eaton Twp 425 Agreement – Revenue Sharing.....  | 10,800          |
| Carmel Twp 425 Agreement - Property Taxes ..... | <u>6,200</u>    |
| Total   | <u>\$59,000</u> |

**Capital Outlay – Computer Equipment**

|                                       |                 |
|---------------------------------------|-----------------|
| General IT Items .....                | \$3,500         |
| BSA Tax Software Upgrade .....        | 8,000           |
| Scanner Gun.....                      | 750             |
| Counter Monitors (2) .....            | 300             |
| Miscellaneous Hardware/Software ..... | <u>1,000</u>    |
| Total                                 | <u>\$13,550</u> |



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**220 - FINANCE & TREASURY**

| Account Code | Explanation                   | ACTUAL         |                | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                |                |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|----------------|----------------|
|              |                               | FY 08/09       | FY 09/10       | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT HEAD              | CITY MANAGER   | CITY COUNCIL   |
| 703.000      | Administrative Salaries       | 70,993         | 72,855         | 36,288                 | 39,079                 | 33,501                | 72,580         | 72,580         | 72,580                 | 72,580         | 72,580         |
| 704.000      | Staff Wages                   | 64,352         | 68,605         | 32,864                 | 35,471                 | 38,021                | 73,492         | 81,040         | 81,040                 | 81,040         | 81,040         |
| 710.000      | Compensated Absences          | 8,036          | 11,132         | 5,905                  | 7,548                  | -                     | 7,548          | -              | -                      | -              | -              |
| 711.000      | Longevity                     | 2,659          | 2,732          | 2,732                  | 2,732                  | -                     | 2,732          | 2,735          | 2,780                  | 2,780          | 2,780          |
| 714.000      | Unused Sick & Vacation Leave  | 772            | 250            | -                      | -                      | 1,400                 | 1,400          | 1,400          | 2,150                  | 2,150          | 2,150          |
| 715.000      | Health Reimbursement          | 5,750          | 3,275          | 1,500                  | 1,500                  | 1,500                 | 3,000          | 3,000          | 6,000                  | 6,000          | 6,000          |
| 719.000      | Clothing Allowance            | 1,000          | 1,125          | 500                    | 500                    | 500                   | 1,000          | 1,000          | 1,000                  | 1,000          | 1,000          |
| 721.000      | FICA/Medicare - City Share    | 11,461         | 11,901         | 5,936                  | 6,443                  | 5,927                 | 12,370         | 12,370         | 12,500                 | 12,500         | 12,500         |
| 723.000      | Vision Care                   | 191            | 105            | 44                     | 239                    | 311                   | 550            | 720            | 540                    | 540            | 540            |
| 724.000      | Life, Work Comp, Unemployment | 542            | 1,007          | 109                    | 265                    | 1,335                 | 1,600          | 1,600          | 2,400                  | 2,400          | 2,400          |
| 725.603      | Retiree Health Benefits       | 6,322          | 9,162          | 4,517                  | 2,550                  | (2,550)               | -              | -              | -                      | -              | -              |
| 725.604      | Dental & Health Benefits      | 13,330         | 14,650         | 7,283                  | 11,901                 | 12,449                | 24,350         | 24,350         | 23,300                 | 23,300         | 23,300         |
| 728.000      | Retirement Plans (City Share) | 17,198         | 16,783         | 8,338                  | 9,595                  | 10,405                | 20,000         | 17,660         | 15,890                 | 15,890         | 15,890         |
| 728.001      | Retirement Health Savings     | 3,019          | 3,477          | 1,708                  | 29,687                 | 1,113                 | 30,800         | 3,500          | 7,630                  | 7,630          | 7,630          |
| 731.000      | Materials & Supplies          | 2,179          | 5,311          | 3,223                  | 1,059                  | 1,941                 | 3,000          | 4,000          | 3,500                  | 3,500          | 3,500          |
| 732.000      | Postage                       | 3,653          | 4,004          | 2,854                  | 242                    | 2,758                 | 3,000          | 5,000          | 3,500                  | 3,500          | 3,500          |
| 735.000      | Dues & Subscriptions          | 1,065          | 1,117          | 713                    | 330                    | 870                   | 1,200          | 1,400          | 1,200                  | 1,200          | 1,200          |
| 737.000      | Printing & Publishing         | 3,042          | 3,499          | 1,537                  | 1,292                  | 3,208                 | 4,500          | 4,500          | 4,500                  | 4,500          | 4,500          |
| 741.000      | Maintenance - Eq/Bldg/Grnds   | -              | -              | -                      | -                      | -                     | -              | 250            | 250                    | 250            | 250            |
| 744.000      | Telephone & Internet          | 1,309          | 1,892          | 725                    | 1,345                  | -                     | 1,345          | 750            | 1,500                  | 1,500          | 1,500          |
| 746.000      | Professional Services         | 50,678         | 62,817         | 56,075                 | 46,334                 | 5,666                 | 52,000         | 56,000         | 56,000                 | 55,500         | 55,500         |
| 747.000      | Insurance & Bonds             | 2,710          | 1,999          | -                      | -                      | 3,200                 | 3,200          | 3,200          | 3,200                  | 3,200          | 3,200          |
| 748.000      | Conferences & Training        | 3,083          | 970            | 336                    | 2,179                  | 821                   | 3,000          | 3,000          | 3,200                  | 3,200          | 3,200          |
| 749.000      | Contractual Services          | 6,220          | 6,282          | 2,130                  | 2,130                  | 4,870                 | 7,000          | 7,000          | 7,000                  | 7,000          | 7,000          |
| 749.003      | Annexation Tax Sharing        | 62,913         | 65,078         | 59,163                 | 59,124                 | 2,876                 | 62,000         | 65,750         | 59,000                 | 59,000         | 59,000         |
| 864.000      | Capital Outlay - Equipment    | -              | -              | -                      | -                      | -                     | -              | 500            | 500                    | 500            | 500            |
| 865.000      | Cap. Outlay - Computer Equip. | 3,142          | 2,326          | 1,202                  | 807                    | 1,193                 | 2,000          | 3,700          | 13,550                 | 13,550         | 13,550         |
| 972.000      | Sundry                        | 1,164          | 4,239          | 3,046                  | 12,920                 | 25,080                | 38,000         | 500            | 5,000                  | 5,000          | 5,000          |
|              |                               | <b>346,783</b> | <b>376,593</b> | <b>238,728</b>         | <b>275,272</b>         | <b>156,395</b>        | <b>431,667</b> | <b>377,505</b> | <b>389,710</b>         | <b>389,210</b> | <b>389,210</b> |



|   |
|---|
| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 230 – COMMUNITY DEVELOPMENT</b></p> |
|---|

**DEPARTMENT FUNCTION**

The Community Development department provides for many of the general needs of the City's community development department and community development activities. This includes providing outdoor Christmas decorations, contributions to others such as the Courthouse Square Association, community access cable expenses, web site development costs, promotional activities and materials, and professional dues and membership expenses.

**BUDGET SUMMARY**

**Personnel**

The administration of this fund falls generally within the responsibilities of the Community Development Director, and a portion of his salary and fringe benefits are included here.

**Vehicles**

There are no vehicles solely associated with this fund, although much of the work done by the Department of Public Works from the Community Development Budget requires the use of vehicles. For example, the placement and removal of signs and barricades for several parades throughout the year require vehicles and is charged to this account, the same is true of Christmas decorations.

**Goals and Objectives**

Continue to enhance the quality of life in the City of Charlotte, with the cooperation of the various organizations in this community

Provide an economical Christmas display to celebrate the Holiday

Provide cable access system equipment necessary to continue increasing programming, and to promote the cable system within the community

Continue funding print and broadcast advertising as necessary to communicate within the community and promote the community on a regional basis.

Provide for the further development of the city's web site.



**OPERATING NEEDS**

**Professional Services**

|                                    |                |
|------------------------------------|----------------|
| IT Consultant .....                | \$900          |
| Telecommunications Consultant..... | <u>2,000</u>   |
| Total                              | <u>\$2,900</u> |

**Special Purpose Expenses**

|                          |         |
|--------------------------|---------|
| Christmas Expenses ..... | \$4,000 |
|--------------------------|---------|

**Contribution to Others**

|                         |         |
|-------------------------|---------|
| Courthouse Square ..... | \$8,000 |
|-------------------------|---------|

**Capital Outlay – Equipment**

|                    |       |
|--------------------|-------|
| Miscellaneous..... | \$250 |
|--------------------|-------|

**Capital Outlay – Computer Equipment**

|                                       |            |
|---------------------------------------|------------|
| General IT Items .....                | \$700      |
| Miscellaneous Hardware/Software ..... | <u>300</u> |

|       |                |
|-------|----------------|
| Total | <u>\$1,000</u> |
|-------|----------------|



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**230 - COMMUNITY DEVELOPMENT**

| Account Code | Explanation                   | ACTUAL         |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                |                |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|----------------|----------------|
|              |                               | FY 08/09       | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT HEAD              | CITY MANAGER   | CITY COUNCIL   |
| 703.000      | Administrative Salaries       | 29,497         | 30,270         | 15,077                 | 16,237                 | 13,913                | 30,150         | 30,150               | 30,150                 | 30,150         | 30,150         |
| 706.000      | City Labor - DPW              | 8,661          | 10,259         | 6,024                  | 7,441                  | 5,559                 | 13,000         | 11,000               | 13,000                 | 13,000         | 13,000         |
| 711.000      | Longevity                     | 587            | 603            | 603                    | 1,500                  | -                     | 1,500          | 600                  | 1,500                  | 1,500          | 1,500          |
| 714.000      | Unused Sick & Vacation Leave  | 690            | 1,381          | -                      | 68                     | 632                   | 700            | 700                  | 1,285                  | 1,285          | 1,285          |
| 721.000      | FICA/Medicare - City Share    | 2,974          | 3,297          | 1,661                  | 1,872                  | 1,538                 | 3,410          | 3,250                | 3,500                  | 3,500          | 3,500          |
| 723.000      | Vision Care                   | 148            | 204            | 60                     | 171                    | 29                    | 200            | 165                  | 150                    | 150            | 150            |
| 724.000      | Life, Work Comp, Unemployment | 271            | 503            | 54                     | 110                    | 515                   | 625            | 625                  | 1,500                  | 1,500          | 1,500          |
| 725.604      | Dental & Health Benefits      | 6,445          | 7,325          | 3,641                  | 3,702                  | 3,798                 | 7,500          | 6,090                | 7,550                  | 7,550          | 7,550          |
| 728.000      | Retirement Plans (City Share) | 4,449          | 5,226          | 2,727                  | 3,318                  | 2,682                 | 6,000          | 3,090                | 5,100                  | 3,050          | 4,220          |
| 728.001      | Retirement Health Savings     | -              | -              | -                      | 452                    | -                     | 452            | -                    | 452                    | 452            | 452            |
| 731.000      | Materials & Supplies          | 675            | 974            | 484                    | 760                    | 140                   | 900            | 400                  | 700                    | 700            | 700            |
| 732.000      | Postage                       | 97             | 113            | 53                     | 97                     | 103                   | 200            | 200                  | 200                    | 200            | 200            |
| 735.000      | Dues & Subscriptions          | 325            | 844            | 240                    | -                      | 250                   | 250            | 500                  | 250                    | 250            | 250            |
| 737.000      | Printing & Publishing         | 122            | 92             | 34                     | 25                     | 150                   | 175            | 300                  | 350                    | 350            | 350            |
| 744.000      | Telephone & Internet          | 255            | 308            | 111                    | 263                    | 337                   | 600            | 150                  | 300                    | 300            | 300            |
| 746.000      | Professional Services         | 896            | 1,066          | 560                    | 1,238                  | 1,500                 | 2,738          | 1,500                | 3,000                  | 2,900          | 2,900          |
| 747.000      | Insurance & Bonds             | 907            | 670            | -                      | -                      | 1,100                 | 1,100          | 1,100                | 1,100                  | 1,100          | 1,100          |
| 748.000      | Conferences & Training        | 396            | 133            | -                      | -                      | 1,000                 | 1,000          | 1,000                | 1,000                  | 1,000          | 1,000          |
| 749.000      | Contractual Services          | 1,140          | 1,140          | 570                    | 570                    | 630                   | 1,200          | 1,200                | 1,200                  | -              | -              |
| 753.000      | Special Purpose Expenses      | 4,091          | 2,711          | 2,711                  | 4,002                  | -                     | 4,002          | 3,750                | 4,000                  | 4,000          | 4,000          |
| 755.000      | Contribution to Others        | 9,000          | 9,000          | 9,000                  | -                      | 9,000                 | 9,000          | 9,000                | 9,000                  | -              | 8,000          |
| 756.000      | Ambulance Expense             | 24,262         | 24,262         | 24,262                 | -                      | -                     | -              | -                    | -                      | -              | -              |
| 851.000      | MVP Equipment Rental          | 8,588          | 11,020         | 5,957                  | 6,647                  | 7,353                 | 14,000         | 8,000                | 14,000                 | 14,000         | 14,000         |
| 864.000      | Capital Outlay - Equipment    | 1,055          | 31             | -                      | -                      | -                     | -              | 500                  | 250                    | 250            | 250            |
| 865.000      | Cap. Outlay - Computer Equip. | 128            | 544            | 107                    | 47                     | 103                   | 150            | 750                  | 1,000                  | 1,000          | 1,000          |
| 871.000      | Principal                     | -              | 17,874         | -                      | 8,937                  | 8,937                 | 17,874         | 17,874               | 17,875                 | 17,875         | 17,875         |
| 972.000      | Sundry                        | 303            | 1,218          | 18                     | -                      | -                     | -              | 250                  | 250                    | 250            | 250            |
|              |                               | <b>105,962</b> | <b>131,068</b> | <b>73,954</b>          | <b>57,457</b>          | <b>59,269</b>         | <b>116,726</b> | <b>102,144</b>       | <b>118,662</b>         | <b>106,312</b> | <b>115,482</b> |



## **FUND 101 – GENERAL FUND DEPARTMENT 300 – POLICE**

### **DEPARTMENT FUNCTION**

The Charlotte Police Department provides police patrol services 24 hours a day, seven days a week inside the city limits of the City of Charlotte and certain designated bordering areas. This is accomplished by means of vehicles, foot, motorcycle, and bicycle patrol. A significant amount of police patrol involves responding to calls for services and criminal investigation. Other functions include enforcement of traffic laws, accident investigation, follow-up investigations, security inspections, and a myriad of crime prevention activities.

Five years ago we also became responsible for security at the annual Eaton County Fair held each summer. Fortunately the Fair Board has provided funding to partially offset the cost of this added responsibility.

The Investigations Division is responsible for completing follow-up investigations of all serious crimes. This function includes but is not limited to: Interviewing victims, witnesses and suspects; coordinating department activity with the prosecutors and city attorney's offices. Taking charge of major crime scenes; obtaining search warrants; Coordinating drug buys and interacting with Tri-County Metro Narcotics Unit; Preparing detailed reports and criminal prosecution; Coordinating polygraph exams; Completing assigned background investigations and Transporting evidence to the Crime Lab.

We are also strong advocates of the Community Policing Philosophy of Law Enforcement. The goal of Community Policing is to foster a mutually beneficial relationship between neighborhood residents and police. To develop this relationship, an individual officer may be

assigned to a specific geographic area, allowing them to work with the people of the neighborhood to prevent criminal activity and disorder. All patrol officers are designated as Community Policing Officers. Assigned districts are changed from time to time to accommodate staffing levels.

We also practice "Intelligent Policing" along with our Community focus. This involves an analysis of the reasons for crime and the impact on our society as a whole. A natural offshoot of Community Policing, we address the factors leading to criminal activity as well as the crime itself. To do so, requires adequate Records Management and Mapping abilities. These principals also allow for a very efficient traffic enforcement strategy.

Administrative functions involve directing the department in its overall operation. It involves all of the following: Planning operations; supervising day-to-day operations; Developing departmental policies; Budgeting; Overseeing maintenance of vehicles and equipment; Receiving and following up with citizen complaints; Personnel functions include recruiting, hiring promotions, payroll preparation, etc.; Communications with city council and other city departments; Development of training programs; Instructing in-house training, and overseeing education programs.



## **BUDGET SUMMARY**

### **Personnel**

*Staff* – With our existing staff of sworn officers we are now three positions short of our 2004 FY level. We are able to maintain most services through more efficient procedures and the use of technology. We have noticed a decline in our Crime Prevention and Community Policing activities due to our staff level, but constantly adjust priorities to provide quality service.

In 2005, through a community funded effort we added a K-9 unit to our patrol staff and this program saw some success. Unfortunately this program was discontinued due to the cost in resources diverted from road patrol.

We anticipate one retirement's prior to the completion of the budget year. The possibility also exists that at least one staff member may leave due to other career objectives.

### **Equipment**

*Patrol Vehicle Accessories* – Once again we must replace patrol units and face the added burden of "across the board" model changes and completely revamped police packages. This will necessitate a very thorough look at various manufacturers and the model vehicle they offer to not only obtain the most reasonable pricing, but a functional unit for our purposes. Interior design changes will also make for a greater retrofitting challenge.

*Accident Investigation Equipment* - Traffic continues to increase in our community making the need to constantly upgraded and provide our investigation team with the latest technology. As in years past we anticipate the purchase some minor equipment as well as tools for this effort.

*Computer Technology* - Computer upgrades seem constantly necessary and work diligently with the cities IT person to remain on the cutting edge of technology. This is of tremendous benefit in efficiency.

With the recent upgrade of our upgrade of our Records Management System we are in good standing for better crime analysis and inner-operability with the Central Dispatch OSSI system.

We also are moving towards a more paperless environment, therefore scanning and data storage will factor into our technology needs very soon.

### **Vehicles**

As stated prior, the department will be looking at a number of different vehicle models in this fiscal year in our efforts to maintain a diverse fleet of patrol and utility vehicles. With a diligent "replacement and maintenance" program we can keep maintenance cost manageable and quality high.

The use of the Public Works Mechanic for routine maintenance and repairs has been very beneficial in keeping costs down.

This budget year we anticipate replacement of two patrol units.



### Goals and Objectives

The Police Department projects the following goals for FY 11/12:

*Patrol Unit Replacement* – As stated previously we hope to replace two primary patrol units. Newer vehicles under warranty often save their cost in maintenance fees if replaced in a timely manner.

We have been very successful with the resale (auction) of our used units and this keeps the cost more reasonable.

*Records Management System* – With a new Records Management System we are now looking at archiving older paper files and moving current files into data storage for a more paperless system. Some adjustments were needed and we require minimal hardware and software to accomplish this.

*Digital Recordings* – The department now uses a complete digital recording and reporting system that saves a great deal of time and expense associated with audio and video tapes. Routine replacement costs are also very reasonable.

### Performance Data

In the year 2010, the Charlotte Police Department responded to 10,755 calls for service, a 6% decrease over last year. Officers investigated 2,910 crimes, made 705 arrests, policed over 500 traffic accidents, and issued 1,088 traffic citations. Crime and arrests have slightly increased from last year.

Even with the decrease in calls came an increase in crimes reported. This indicates that officers are responding to more criminal incidents and have had much less time for quality of life or prevention activities.

Officers spent over 928 hours in training but were unable to maintain their Community Relations and Public Presentation Activities at previous levels. This decrease is primarily due to service orientated calls and staffing shortages.

We continue to see a slight shift towards more Crime and Violator Enforcement. As the criminal element within our community increases we must also increase our prevention efforts with the hope that preventable crime will lessen. Unfortunately, this past year we experienced a greater number of more serious criminal activities. Part I crimes increased by 7% and Part II by 4%. We continue to strive for balance in maintaining a strong community presence while addressing the enforcement needs for the safety of all citizens and the protection of their property.

Though juvenile issues have been on the increase for a number of years, we experience some positive change when our School Resource Officer is active. Close involvement with the schools seems to be essential in this case.



**OPERATING NEEDS**

**Professional Services**

|                     |                 |
|---------------------|-----------------|
| City Attorney ..... | \$41,600        |
| IT Consultant ..... | <u>9,720</u>    |
| Total               | <u>\$51,320</u> |

**Contractual Services**

|                             |                |
|-----------------------------|----------------|
| School Crossing Guard ..... | \$7,700        |
| Lien Fees .....             | 1,300          |
| Miscellaneous .....         | <u>250</u>     |
| Total                       | <u>\$9,250</u> |

**Capital Outlay-Motor Vehicles**

|                          |          |
|--------------------------|----------|
| One Patrol Vehicle ..... | \$29,000 |
|--------------------------|----------|

**Capital Outlay-Equipment**

|                         |         |
|-------------------------|---------|
| Equipment – Teams ..... | \$2,500 |
|-------------------------|---------|

**Capital Outlay- Computer Equipment**

|                                       |                 |
|---------------------------------------|-----------------|
| General IT Items .....                | \$7,800         |
| Computer (2) .....                    | 2,500           |
| Data Drive .....                      | 1,250           |
| HD Videos .....                       | 1,250           |
| Miscellaneous Hardware/Software ..... | <u>1,200</u>    |
| Total                                 | <u>\$14,000</u> |



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**300 - POLICE DEPARTMENT**

| Account Code | Explanation                   | ACTUAL           |                  | FY 2010/2011           |                        |                       |                  | BUDGETED         | PROJECTED FY 2011/2012 |                  |                  |
|--------------|-------------------------------|------------------|------------------|------------------------|------------------------|-----------------------|------------------|------------------|------------------------|------------------|------------------|
|              |                               | FY 08/09         | FY 09/10         | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            | FY 10/11         | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| 703.000      | Administrative Salaries       | 132,861          | 136,341          | 67,910                 | 73,133                 | 62,687                | 135,820          | 135,820          | 135,820                | 135,820          | 135,820          |
| 704.000      | Staff Wages                   | 674,352          | 709,411          | 353,152                | 354,773                | 341,834               | 696,607          | 760,330          | 765,330                | 765,330          | 765,330          |
| 704.100      | Staff - Overtime              | 49,165           | 47,809           | 28,106                 | 49,707                 | 40,293                | 90,000           | 60,000           | 92,670                 | 83,670           | 83,670           |
| 704.200      | Holiday Compensation          | 62,650           | 41,025           | 19,624                 | 24,933                 | 21,307                | 46,240           | 46,240           | 46,240                 | 46,240           | 46,240           |
| 706.000      | City Labor - DPW              | 234              | 838              | 333                    | 389                    | 411                   | 800              | 1,000            | 1,000                  | 1,000            | 1,000            |
| 707.000      | Part-time Staff Wages         | 12,664           | 761              | 1,310                  | -                      | -                     | -                | 2,000            | -                      | -                | -                |
| 710.000      | Compensated Absences          | 88,311           | 106,840          | 53,198                 | 63,723                 | -                     | 63,723           | -                | -                      | -                | -                |
| 711.000      | Longevity                     | 19,545           | 19,670           | 19,670                 | 22,938                 | -                     | 22,938           | 22,940           | 21,540                 | 21,540           | 21,540           |
| 712.000      | Special Compensation          | 4,824            | 3,503            | 3,725                  | 1,154                  | 2,696                 | 3,850            | 3,850            | 4,350                  | 4,350            | 4,350            |
| 714.000      | Unused Sick & Vacation Leave  | 7,884            | 5,667            | -                      | 305                    | 7,475                 | 7,780            | 7,780            | 31,280                 | 31,280           | 31,280           |
| 715.000      | Health Reimbursement          | 6,050            | 6,050            | 3,000                  | 3,000                  | 3,000                 | 6,000            | 6,000            | 6,000                  | 6,000            | 6,000            |
| 719.000      | Clothing Allowance            | 1,500            | 1,500            | 750                    | 750                    | 750                   | 1,500            | 1,500            | 1,500                  | 1,500            | 1,500            |
| 721.000      | FICA/Medicare - City Share    | 14,960           | 14,790           | 7,405                  | 8,010                  | 7,990                 | 16,000           | 14,210           | 14,680                 | 14,680           | 14,680           |
| 722.000      | ICMA - City Share             | 55,599           | 78,761           | 23,216                 | 39,563                 | 19,937                | 59,500           | 59,500           | 59,500                 | 59,500           | 59,500           |
| 723.000      | Vision Care                   | 5,446            | 4,696            | 636                    | 1,259                  | 3,741                 | 5,000            | 5,460            | 4,980                  | 4,980            | 4,980            |
| 724.000      | Life, Work Comp, Unemployment | 7,857            | 14,779           | 1,685                  | 780                    | 25,320                | 26,100           | 26,100           | 34,100                 | 34,100           | 34,100           |
| 725.603      | Retiree Health Benefits       | 57,105           | 73,622           | 36,298                 | 38,017                 | 41,983                | 80,000           | 69,100           | 66,700                 | 66,700           | 66,700           |
| 725.604      | Dental & Health Benefits      | 226,611          | 249,048          | 123,808                | 110,485                | 89,515                | 200,000          | 165,435          | 227,800                | 227,800          | 227,800          |
| 728.000      | Retirement Plans (City Share) | 155,223          | 158,428          | 80,753                 | 106,718                | 63,282                | 170,000          | 159,370          | 180,970                | 164,500          | 169,580          |
| 728.001      | Retirement Health Savings     | 10,676           | 11,492           | 5,218                  | 5,389                  | 11,611                | 17,000           | 17,000           | 17,000                 | 17,000           | 17,000           |
| 730.000      | Safety Supplies               | 5,778            | 3,330            | -                      | 1,573                  | 1,427                 | 3,000            | 3,000            | 3,000                  | 3,000            | 3,000            |
| 731.000      | Materials & Supplies          | 24,385           | 13,942           | 26,340                 | 8,333                  | 9,000                 | 17,333           | 20,000           | 17,000                 | 17,000           | 17,000           |
| 732.000      | Postage                       | 2,082            | 2,710            | 1,263                  | 1,645                  | 2,455                 | 4,100            | 4,100            | 3,600                  | 3,600            | 3,600            |
| 733.000      | Uniform & Cleaning            | 9,058            | 7,334            | 3,164                  | 1,994                  | 2,500                 | 4,494            | 6,500            | 5,000                  | 5,000            | 5,000            |
| 734.000      | Gasoline & Oil                | 34,243           | 31,655           | 14,837                 | 15,740                 | 19,260                | 35,000           | 35,000           | 36,000                 | 36,000           | 36,000           |
| 735.000      | Dues & Subscriptions          | 3,355            | 3,067            | 1,534                  | 1,337                  | 163                   | 1,500            | 1,500            | 1,500                  | 1,500            | 1,500            |
| 737.000      | Printing & Publishing         | 3,162            | 2,046            | 574                    | 894                    | 2,000                 | 2,894            | 6,000            | 3,500                  | 3,500            | 3,500            |
| 740.000      | Vehicle Maintenance           | 20,760           | 20,907           | 14,221                 | 3,614                  | 4,000                 | 7,614            | 21,000           | 7,500                  | 7,500            | 7,500            |
| 741.000      | Maintenance - Eq/Bldg/Grnds   | 73               | 219              | 120                    | -                      | 150                   | 150              | 150              | 150                    | 150              | 150              |
| 744.000      | Telephone & Internet          | 10,835           | 11,522           | 5,117                  | 6,158                  | 3,000                 | 9,158            | 5,000            | 6,600                  | 6,600            | 6,600            |
| 746.000      | Professional Services         | 100,165          | 102,077          | 50,555                 | 42,956                 | 50,000                | 92,956           | 105,800          | 95,000                 | 85,920           | 51,320           |
| 747.000      | Insurance & Bonds             | 45,580           | 23,788           | -                      | -                      | -                     | -                | 53,000           | 53,000                 | 53,000           | 53,000           |
| 748.000      | Conferences & Training        | 2,002            | 2,218            | 24                     | 725                    | 1,375                 | 2,100            | 2,100            | 2,000                  | 2,000            | 2,000            |
| 749.000      | Contractual Services          | 14,463           | 5,054            | 370                    | 4,029                  | 5,471                 | 9,500            | 9,500            | 9,250                  | 9,250            | 9,250            |
| 851.000      | MVP Equipment Rental          | -                | 20               | -                      | -                      | -                     | -                | 100              | 100                    | 100              | 100              |
| 863.000      | Cap. Outlay -Motor Vehicles   | 50,215           | 48,764           | -                      | -                      | 53,000                | 53,000           | 53,000           | 58,000                 | 29,000           | 29,000           |
| 864.000      | Capital Outlay - Equipment    | 5,903            | 21,882           | -                      | -                      | 2,500                 | 2,500            | 2,500            | 2,500                  | 2,500            | 2,500            |
| 865.000      | Cap. Outlay - Computer Equip. | 7,765            | 12,294           | 3,819                  | 5,764                  | 4,000                 | 9,764            | 14,700           | 14,000                 | 14,000           | 14,000           |
| 970.000      | Mileage Allowance             | -                | -                | -                      | -                      | 150                   | 150              | 150              | 150                    | 150              | 150              |
| 972.000      | Sundry                        | 1,720            | 208              | 179                    | 27                     | 473                   | 500              | 500              | 500                    | 500              | 500              |
|              |                               | <b>1,935,061</b> | <b>1,998,068</b> | <b>951,914</b>         | <b>999,815</b>         | <b>904,756</b>        | <b>1,904,571</b> | <b>1,907,235</b> | <b>2,029,810</b>       | <b>1,966,260</b> | <b>1,936,740</b> |



## **FUND 101 – GENERAL FUND**

### **DEPARTMENT 350 – FIRE DEPARTMENT**

#### **DEPARTMENT FUNCTION**

This department handles all aspects of the Fire Department, Building/Zoning Department, code enforcement, and assists with the Planning function. The Rural Fire Association contributes about 40% of the Fire Departments Budget as we provide fire protection in the rural areas, which includes parts of 5 surrounding townships. The City itself is responsible for the Building/Zoning Department expenditures; however, some of this is off set by the money that is collected from building permits. The Fire Department is fortunate to have the Rural Fire Association as a partner when new fire vehicles are purchased. The City and the Rural Fire Association split the cost of new fire equipment on a 50-50 basis. This cooperative arrangement is a very good way to purchase expensive fire equipment.

The building department has seen a moderate amount of activity . We have also seen an increase in zoning complaints and are spending any extra time doing fire inspections. It is very important to get up to date on fire inspections because ISO, the company that sets insurance rates, expects us to do inspections on a yearly basis. We are behind in most cases 5-10 years. The reason it is important to maintain a good insurance rating is because the cost of insurance is based on this rating and a worse rating would cost everyone who has fire insurance more money.

This department also handles building equipment and maintenance problems for the entire City Hall Building by repairing when possible or coordinating contracted service when required. This work includes replacing light ballasts, replacing faucets, repairing plumbing fixtures, fixing windows and doors, and any other work that can be handled with staff personnel.

Our Volunteer Firefighters are the backbone of this Department. Because of their commitment, the City and Rural Association benefit because we have the equivalent of a full time department at the cost of a volunteer department. We could not afford to pay fulltime people to man the downtown station, so without the volunteers to man the station, nights and weekends fire protection to this community would suffer.

With the change in Fire Chief, some responsibilities will change within our Department. Responsibilities historically performed by the Fire Chief will shift to other Fire Department Employees, as the new chief will be busy learning his new role. While these changes may impact how we operate internally it will be seamless to the Community, as we all share the same goals.



### **BUDGET SUMMARY**

Some interesting aspects of this year's budget are:

1. The Federal government has decided that we and all other agencies must change our radios and pagers to narrow band. Our radios have been purchased with a matching grant and we have paid our share of the grant. However pagers which cost about 500 each and repeaters, which cost about 2,500 each, are not covered by any grants at this time. We are hoping that the county will be able to obtain some grant funding for the purchase of pagers and repeaters but that does not look promising. We will need to purchase 70 or more pagers and two repeaters within the next two years. We have budgeted money to purchase ½ of the pagers this year and will need to budget for the other half of the pagers and the repeaters next year. The date for the change over is January of 2013 so if we purchase ½ each year we will be ready when the time comes. There is a outside chance that some grant money will be available but we need to budget and plan to purchase this radio equipment because we cannot operate without pagers and repeaters . The pager is how we alert all of our volunteers in the event of a run and the repeaters allow us to have two way radio communications.



The Fire/Building Departments goals for FY11/12 include our desire to maintain a low loss of life and property. We would also like to update our preplans and put the updates in the fire vehicles. We have many buildings in our response area that have not ever been preplanned so we hope to be able to plan at least a few of these new buildings. Fire Inspections along with Code Enforcement will remain priorities as these activities help to maintain safe buildings for the people of the Charlotte area. We will continue to provide fire education for all of the school children and our fire prevention activities will be expanded to include more fire extinguisher schools for local businesses and the elderly.

The Charlotte Fire Department responded to the following incidents in 2010:

|                           |            |
|---------------------------|------------|
| Structure Fires .....     | 65         |
| Vehicle Fires .....       | 18         |
| Grass Fires.....          | 28         |
| Other Fires .....         | 65         |
| Extrications .....        | 37         |
| Rescue Calls.....         | 251        |
| Hazardous Conditions..... | 75         |
| Non-fire Calls.....       | 81         |
| <b>Total</b>              | <b>620</b> |

The Building Department had the following activity:

|                           |             |
|---------------------------|-------------|
| Total Permits Issued..... | 271         |
| Building Value .....      | \$3,031,632 |
| Permit Receipts .....     | \$20,755    |



**Professional Services**

IS Consultant..... \$11,430

**Contractual Services**

Siren Maintenance ..... \$2,500  
Lawn Care ..... 2,000  
Weather Radar ..... 1,650  
Aerial Certification ..... 1,500  
SCBA Certification ..... 1,000  
Air Compressor Maintenance ..... 1,000  
Rescue tool certification..... 900  
Fire Sprinkler Test ..... 200  
Pest Control..... 200  
Back Flow Test ..... 200  
Boiler Inspection..... 150  
Miscellaneous ..... 500

Total \$11,800

**Capital Outlay - Equipment**

Radio Equipment..... \$10,000  
Nozzles/Hose ..... 5,000

Total \$15,000

**Capital Outlay – Computer Equipment**

General IT Items ..... \$7,000  
BSA Upgrade (building permits) ..... 7,000  
Printer..... 1,250  
Computer..... 1,250  
Miscellaneous..... 500

Total \$17,000



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**350 - FIRE DEPARTMENT**

| Account Code | Explanation                   | ACTUAL         |                  | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                  | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------------|------------------|------------------------|------------------------|-----------------------|------------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09       | FY 09/10         |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 703.000      | Administrative Salaries       | 73,737         | 75,670           | 37,690                 | 40,589                 | 34,791                | 75,380           | 75,380               | 64,980                 | 64,980          | 64,980          |
| 704.000      | Staff Wages                   | 245,791        | 242,582          | 118,025                | 115,891                | 121,508               | 237,399          | 265,310              | 263,300                | 227,110         | 227,110         |
| 704.100      | Staff - Overtime              | 30,544         | 25,912           | 12,671                 | 15,342                 | 17,928                | 33,270           | 33,270               | 36,250                 | 35,600          | 35,600          |
| 704.200      | Holiday Compensation          | 8,505          | 8,887            | 3,642                  | 5,529                  | 3,871                 | 9,400            | 9,400                | 9,270                  | 9,270           | 9,270           |
| 706.000      | City Labor - DPW              | 1,051          | 4,174            | 1,420                  | 874                    | 1,626                 | 2,500            | 4,000                | 4,000                  | 4,000           | 4,000           |
| 707.000      | Part-time Staff Wages         | 40,492         | 43,554           | 22,718                 | 28,878                 | 16,122                | 45,000           | 40,690               | 34,510                 | 25,350          | 34,510          |
| 710.000      | Compensated Absences          | 28,788         | 29,372           | 15,098                 | 27,911                 | -                     | 27,911           | -                    | -                      | -               | -               |
| 711.000      | Longevity                     | 9,503          | 8,653            | 8,622                  | 8,622                  | -                     | 8,622            | 8,625                | 7,150                  | 5,700           | 5,700           |
| 714.000      | Unused Sick & Vacation Leave  | 42,244         | 8,681            | -                      | 613                    | 70,387                | 71,000           | 71,000               | 7,915                  | 19,915          | 19,915          |
| 718.000      | Auto Allowance                | 3,039          | 3,040            | 1,514                  | 1,630                  | 1,400                 | 3,030            | 3,030                | 3,030                  | 3,030           | 3,030           |
| 721.000      | FICA/Medicare - City Share    | 12,051         | 14,911           | 7,738                  | 7,164                  | 6,836                 | 14,000           | 12,380               | 14,000                 | 9,100           | 9,920           |
| 722.000      | ICMA - City Share             | 20,732         | 14,654           | 3,925                  | 12,860                 | 4,640                 | 17,500           | 17,500               | 17,500                 | 17,500          | 17,500          |
| 723.000      | Vision Care                   | 1,889          | 1,515            | 683                    | 426                    | 1,234                 | 1,660            | 2,020                | 1,660                  | 1,360           | 1,360           |
| 724.000      | Life, Work Comp, Unemployment | 4,064          | 7,551            | 815                    | 663                    | 14,437                | 15,100           | 15,100               | 15,200                 | 14,400          | 14,600          |
| 725.603      | Retiree Health Benefits       | 25,391         | 27,595           | 13,605                 | 7,679                  | (7,679)               | -                | -                    | 16,700                 | 16,700          | 16,700          |
| 725.604      | Dental & Health Benefits      | 93,311         | 102,549          | 50,980                 | 51,812                 | 38,188                | 90,000           | 85,220               | 83,500                 | 68,100          | 75,600          |
| 728.000      | Retirement Plans (City Share) | 47,784         | 53,518           | 26,651                 | 31,031                 | 25,969                | 57,000           | 39,190               | 62,390                 | 34,270          | 34,270          |
| 728.001      | Retirement Health Savings     | 964            | 1,044            | 520                    | 480                    | 520                   | 1,000            | 2,000                | 2,000                  | 2,000           | 2,000           |
| 731.000      | Materials & Supplies          | 4,641          | 1,906            | 885                    | 1,840                  | 2,000                 | 3,840            | 4,100                | 4,000                  | 4,000           | 4,000           |
| 732.000      | Postage                       | 752            | 1,039            | 473                    | 642                    | 750                   | 1,392            | 1,500                | 1,600                  | 1,600           | 1,600           |
| 733.000      | Uniform & Cleaning            | 17,780         | 15,369           | 3,386                  | 3,500                  | 10,000                | 13,500           | 13,000               | 14,000                 | 14,000          | 14,000          |
| 734.000      | Gasoline & Oil                | 7,934          | 10,079           | 4,231                  | 5,623                  | 5,000                 | 10,623           | 7,000                | 10,000                 | 10,000          | 10,000          |
| 735.000      | Dues & Subscriptions          | 2,426          | 2,882            | 1,409                  | 1,288                  | 1,300                 | 2,588            | 2,000                | 3,500                  | 3,500           | 3,500           |
| 737.000      | Printing & Publishing         | 435            | 600              | 219                    | 160                    | 400                   | 560              | 800                  | 800                    | 800             | 800             |
| 738.000      | Operating Supplies            | 11,869         | 9,320            | 3,426                  | 5,897                  | 4,000                 | 9,897            | 10,000               | 10,000                 | 10,000          | 10,000          |
| 738.001      | Haz-mat Supplies              | 3,115          | 1,614            | 561                    | 1,297                  | 2,503                 | 3,800            | 4,500                | 4,500                  | 4,500           | 4,500           |
| 740.000      | Vehicle Maintenance           | 14,405         | 23,505           | 13,273                 | 3,084                  | 6,000                 | 9,084            | 10,000               | 8,000                  | 8,000           | 8,000           |
| 741.000      | Maintenance - Eq/Bldg/Grnds   | 12,613         | 8,046            | 2,060                  | 3,887                  | 4,000                 | 7,887            | 9,000                | 8,000                  | 8,000           | 8,000           |
| 744.000      | Telephone & Internet          | 4,959          | 5,433            | 2,349                  | 2,463                  | 2,200                 | 4,663            | 3,000                | 3,600                  | 3,600           | 3,600           |
| 745.000      | Utilities                     | 29,556         | 33,159           | 10,954                 | 10,968                 | 22,000                | 32,968           | 34,000               | 34,000                 | 34,000          | 34,000          |
| 746.000      | Professional Services         | 10,462         | 11,880           | 6,310                  | 8,232                  | 3,000                 | 11,232           | 12,700               | 12,700                 | 11,430          | 11,430          |
| 747.000      | Insurance & Bonds             | 15,846         | 31,883           | 1,509                  | 1,380                  | 17,120                | 18,500           | 18,500               | 18,500                 | 18,500          | 18,500          |
| 748.000      | Conferences & Training        | 11,669         | 6,604            | 5,104                  | 2,497                  | 7,500                 | 9,997            | 10,000               | 9,000                  | 9,000           | 9,000           |
| 749.000      | Contractual Services          | 7,807          | 21,045           | 15,722                 | 2,776                  | 6,000                 | 8,776            | 8,500                | 11,800                 | 11,800          | 11,800          |
| 750.000      | Other Compensation            | 55,287         | 61,691           | 29,383                 | 14,609                 | 49,000                | 63,609           | 64,000               | 64,000                 | 64,000          | 64,000          |
| 751.000      | Meeting Expense               | 93             | 302              | 52                     | 18                     | 100                   | 118              | 200                  | 200                    | 200             | 200             |
| 756.000      | Ambulance Expense             | -              | -                | -                      | 24,262                 | -                     | 24,262           | 24,265               | 24,265                 | 24,265          | 24,265          |
| 851.000      | MVP Equipment Rental          | 4,596          | 4,639            | 2,336                  | 245                    | 200                   | 445              | 100                  | 500                    | 500             | 500             |
| 853.000      | Hydrant Rental                | 3,696          | 3,696            | 1,848                  | 1,998                  | 2,000                 | 3,998            | 4,000                | 7,500                  | 7,500           | 7,500           |
| 863.000      | Cap. Outlay -Motor Vehicles   | -              | 193,877          | 25,877                 | 173,547                | -                     | 173,547          | 174,000              | -                      | -               | -               |
| 864.000      | Capital Outlay - Equipment    | 11,254         | 7,102            | (100)                  | -                      | 17,500                | 17,500           | 17,500               | 22,500                 | 15,000          | 15,000          |
| 865.000      | Cap. Outlay - Computer Equip. | 3,348          | 1,805            | 1,612                  | 4,375                  | 3,975                 | 8,350            | 8,350                | 17,000                 | 17,000          | 17,000          |
| 871.000      | Principal                     | -              | -                | -                      | -                      | -                     | -                | -                    | 9,140                  | 9,140           | 9,140           |
| 872.000      | Interest Expense              | -              | -                | -                      | -                      | -                     | -                | -                    | 2,000                  | 2,000           | 2,000           |
| 970.000      | Mileage Allowance             | 588            | 271              | -                      | 305                    | 200                   | 505              | 500                  | 500                    | 500             | 500             |
| 972.000      | Sundry                        | 1,979          | 65               | 43                     | 1,470                  | 600                   | 2,070            | 2,000                | 2,000                  | 2,000           | 2,000           |
|              |                               | <b>926,990</b> | <b>1,131,674</b> | <b>459,239</b>         | <b>634,357</b>         | <b>519,126</b>        | <b>1,153,483</b> | <b>1,127,630</b>     | <b>946,960</b>         | <b>853,220</b>  | <b>870,900</b>  |



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|---|
| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 410 – PUBLIC WORKS ADMINISTRATION</b></p> |
|---|

**DEPARTMENT FUNCTION**

The Public Works administrative staff coordinates administers and provides supervision for the following General Fund work programs: Leaf Collection, Parking Services, Storm Sewers, Sidewalk Maintenance, Parks & Recreation, Tree Maintenance, Airport Maintenance and City Property Maintenance.

**BUDGET SUMMARY**

The Department of Public Works Administration budget allocates a percentage of the salary based on the estimated time expended during the fiscal year for the General Fund programs as follows:

|                          |     |
|--------------------------|-----|
| Director of Public Works | 30% |
| DPW Foreman              | 15% |
| DPW Secretary            | 20% |

The fringe benefit costs include the above personnel and 32% of the DPW employees' fringe benefit costs. Said percentage of cost is based on the estimated hourly cost budgeted within the General Fund as compared to the total hourly cost budgeted in other funds.



**OPERATING NEEDS**

**Professional Services**

|                         |                 |
|-------------------------|-----------------|
| IS Consultant.....      | \$7,920         |
| Misc. Engineering ..... | 6,000           |
| GIS .....               | <u>2,000</u>    |
| Total                   | <u>\$15,920</u> |

**Contractual Services**

|                                 |                |
|---------------------------------|----------------|
| AMBS Message Service .....      | \$2,000        |
| ESRI Software Maintenance ..... | 3,000          |
| MML Drug Testing Pool .....     | 900            |
| Miss Dig .....                  | <u>500</u>     |
| Total                           | <u>\$6,400</u> |

**Capital Outlay – Equipment**

|                     |       |
|---------------------|-------|
| Miscellaneous ..... | \$200 |
|---------------------|-------|

**Capital Outlay – Computer Equipment**

|                        |                |
|------------------------|----------------|
| General IT Items ..... | \$6,300        |
| Computer.....          | 1,250          |
| Miscellaneous .....    | <u>750</u>     |
| Total                  | <u>\$8,300</u> |



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**410 - PUBLIC WORKS ADMINISTRATION**

| Account Code | Explanation                   | ACTUAL         |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09       | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 703.000      | Administrative Salaries       | 37,676         | 32,865         | 16,319                 | 17,700                 | 15,290                | 32,990         | 32,990               | 32,990                 | 32,990          | 32,990          |
| 704.000      | Staff Wages                   | 6,081          | 6,118          | 3,126                  | 3,043                  | 4,187                 | 7,230          | 7,230                | 7,230                  | 7,230           | 7,230           |
| 710.000      | Compensated Absences          | 10,155         | 16,998         | 7,717                  | 12,639                 | 5,421                 | 18,060         | 18,060               | 10,200                 | 10,200          | 10,200          |
| 711.000      | Longevity                     | 2,727          | 3,461          | 3,461                  | 4,268                  | -                     | 4,268          | 3,300                | 2,300                  | 2,300           | 2,300           |
| 714.000      | Unused Sick & Vacation Leave  | 1,843          | 1,196          | -                      | 176                    | 6,524                 | 6,700          | 11,230               | 6,700                  | 6,700           | 6,700           |
| 715.000      | Health Reimbursement          | 1,816          | 2,009          | 1,037                  | 1,121                  | 739                   | 1,860          | 1,860                | 1,440                  | 1,440           | 1,440           |
| 718.000      | Auto Allowance                | 994            | 911            | 454                    | 489                    | 421                   | 910            | 910                  | 910                    | 910             | 910             |
| 719.000      | Clothing Allowance            | 1,863          | 1,787          | 900                    | 946                    | 950                   | 1,896          | 1,330                | 840                    | 840             | 840             |
| 721.000      | FICA/Medicare - City Share    | 4,801          | 4,958          | 2,505                  | 3,065                  | 2,500                 | 5,565          | 5,880                | 4,800                  | 4,800           | 4,800           |
| 722.000      | ICMA - City Share             | -              | -              | -                      | -                      | -                     | -              | -                    | 2,880                  | 2,880           | 2,880           |
| 723.000      | Vision Care                   | 544            | 662            | 188                    | 251                    | 449                   | 700            | 940                  | 600                    | 600             | 600             |
| 724.000      | Life, Work Comp, Unemployment | 2,168          | 4,027          | 435                    | 743                    | 6,567                 | 7,310          | 7,310                | 4,700                  | 4,700           | 4,700           |
| 725.603      | Retiree Health Benefits       | 38,035         | 55,297         | 27,264                 | 32,917                 | 36,183                | 69,100         | 69,100               | 66,700                 | 66,700          | 66,700          |
| 725.604      | Dental & Health Benefits      | 37,754         | 41,020         | 20,392                 | 19,780                 | 20,220                | 40,000         | 31,530               | 32,000                 | 32,000          | 32,000          |
| 728.000      | Retirement Plans (City Share) | 7,350          | 6,901          | 3,558                  | 4,660                  | 5,340                 | 10,000         | 5,840                | 11,060                 | 8,880           | 10,000          |
| 728.001      | Retirement Health Savings     | 394            | 395            | 193                    | 5,592                  | 208                   | 5,800          | 400                  | 1,160                  | 1,160           | 1,160           |
| 730.000      | Safety Supplies               | 1,450          | (113)          | (298)                  | 200                    | 100                   | 300            | 500                  | 500                    | 500             | 500             |
| 731.000      | Materials & Supplies          | 4,366          | 3,011          | 1,209                  | 2,191                  | 2,209                 | 4,400          | 4,400                | 3,600                  | 3,600           | 3,600           |
| 732.000      | Postage                       | 2,030          | 2,811          | 1,314                  | 1,693                  | 2,607                 | 4,300          | 4,300                | 4,000                  | 4,000           | 4,000           |
| 735.000      | Dues & Subscriptions          | 1,110          | 1,140          | 513                    | 727                    | 473                   | 1,200          | 1,300                | 1,300                  | 1,300           | 1,300           |
| 737.000      | Printing & Publishing         | 2,150          | 1,988          | 795                    | 636                    | 1,564                 | 2,200          | 2,200                | 1,900                  | 1,900           | 1,900           |
| 744.000      | Telephone & Internet          | 10,491         | 11,238         | 5,080                  | 5,309                  | 1,691                 | 7,000          | 4,000                | 3,700                  | 3,700           | 3,700           |
| 746.000      | Professional Services         | 11,450         | 12,710         | 7,600                  | 5,880                  | 9,920                 | 15,800         | 15,800               | 22,800                 | 19,920          | 15,920          |
| 747.000      | Insurance & Bonds             | 21,332         | 15,174         | -                      | -                      | 24,250                | 24,250         | 24,250               | 24,250                 | 24,250          | 24,250          |
| 748.000      | Conferences & Training        | 232            | 1,640          | 1,159                  | 107                    | 900                   | 1,007          | 1,600                | 1,600                  | 1,600           | 1,600           |
| 749.000      | Contractual Services          | 5,350          | 15,100         | 1,800                  | 1,820                  | 3,980                 | 5,800          | 6,900                | 6,400                  | 6,400           | 6,400           |
| 864.000      | Capital Outlay - Equipment    | -              | -              | -                      | -                      | -                     | -              | 200                  | 200                    | 200             | 200             |
| 865.000      | Cap. Outlay - Computer Equip. | 8,112          | 6,458          | 3,727                  | 2,246                  | 4,904                 | 7,150          | 7,150                | 8,300                  | 8,300           | 8,300           |
| 972.000      | Sundry                        | 31             | 136            | 129                    | 10                     | 190                   | 200            | 200                  | 200                    | 200             | 200             |
|              |                               |                |                |                        |                        |                       | -              |                      |                        |                 |                 |
|              |                               | <b>222,305</b> | <b>249,898</b> | <b>110,577</b>         | <b>128,209</b>         | <b>157,787</b>        | <b>285,996</b> | <b>270,710</b>       | <b>265,260</b>         | <b>260,200</b>  | <b>257,320</b>  |



## **FUND 101 – GENERAL FUND DEPARTMENT 422 – LEAF COLLECTION**

### **DEPARTMENT FUNCTION**

The City's leaf collection program involves the collection and disposal of leaves. DPW collects leaves, which are bagged by the property owners, from private properties each fall. The City also provides a spring pickup, which includes bagged leaves and piled brush at the curb. City personnel, in the course of sweeping the street, collect leaves in the city right-of-way.

### **BUDGET SUMMARY**

The leaf collection program was instituted with the passage of the city ordinance that banned open burning. The Public Works Department coordinates the leaf and brush collection programs during the Spring and Fall each year. In addition the Public Works facilities are open each Saturday 8:00 a.m. to 12:00 noon May 1 through November 1 to receive bagged leaves and brush which is dropped off by city residents.

#### **Goals and Objectives**

To provide all residents Spring and Fall yard clean-up service at a reasonable cost.

To provide residents a cost effective alternative for disposing of leaves and brush from private property.

Due to increasing costs and regulations, we will be exploring ways to insure that only non-commercial debris from properties within the City limits are being disposed of at the DPW.



**OPERATING NEEDS**

**Contractual Services**

|                            |                       |
|----------------------------|-----------------------|
| Leaf Dump Maintenance..... | \$2,500               |
| MDEQ Permit .....          | <u>700</u>            |
| Total                      | <u><u>\$3,200</u></u> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 422 - LEAF COLLECTION

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| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 424 – PARKING SERVICES</b></p> |
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**DEPARTMENT FUNCTION**

Parking services include funds designated for the maintenance of City parking lots, on street parking, and alleys. Maintenance includes; sweeping, asphalt repair, the installation and replacement of lighting and the marking and remarking of parking stalls. The funds also pay for City taxes for the parking lot behind Bank of America (f.k.a. LaSalle Bank), in the form of fees charged by the bank for the use of the property as a public lot. This lease was renewed for an additional ten years as of March 2004.

**BUDGET SUMMARY**

**Goals and Objectives**

Provide safe and ample parking in the CBD

Provide for safe operation of alleys in the CBD

Provide safe parking for downtown residents

Provide ADA approved parking spaces



**OPERATING NEEDS**

**Professional Services**

**Capital Outlay – Improvements**

Parking Lot # 2 Construction Engineering ..... \$15,600

Reconstruct Parking Lot #2..... \$80,000

**Contractual Services**

Crack Sealing Various Lots .....\$2,000



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 424 - PARKING SERVICES

[illegible]



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| <p><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 425 – PARKING SERVICES/WINTER MAINT.</b></p> |
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**DEPARTMENT FUNCTION**

The Winter Maintenance budget accounts for the physical maintenance expenditures required to maintain the parking lots including but not limited to snow removal and salting. It also covers the clearing of snow and ice and the salting of sidewalks adjacent to City properties.

**BUDGET SUMMARY**

Goals and Objectives

Provide safe and ample parking in the CBD

Provide for safe operation of alleys in the CBD

Provide snow removal from parking stalls and alleys within  
24 hours of snowfall



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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**425 - PARKING SERVICES/WINTER MAINT.**

[illegible]



## **FUND 101 – GENERAL FUND DEPARTMENT 430 – STORM SEWERS**

### **DEPARTMENT FUNCTION**

Storm sewers are the means by which storm waters are collected and directed to outlying streams, rivers or collection basins. Throughout the year, the City, County and/or private contractors are called upon to make repairs, as well as install new storm sewers. The City is also responsible for paying assessments to Eaton County, for the use of County storm sewers, which are used to carry runoff from City properties.

### **BUDGET SUMMARY**

The budget provides for the normal maintenance, repair, and cleaning of the City storm sewer system. Monies are also appropriated to pay at-large assessments by the Eaton County Drain Commissioners office. The Ames Relief Drain Special Assessment is estimated at \$15,000 and the Blair Acres Drain Special Assessment is estimated at \$3,000.

#### **Goals and Objectives**

Provide clean, obstruction free storm sewers which facilitates the drainage of our streets and properties

Add storm water drainage systems and relief to improve runoff in severe flooding areas



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 430 - STORM SEWERS

[illegible]



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| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 440 – SIDEWALK MAINTENANCE</b></p> |
|--|

**DEPARTMENT FUNCTION**

Sidewalk expenditures include money designated towards miscellaneous replacement, repair, grinding and installation of sidewalks.

The City of Charlotte revised the Sidewalk Ordinance of September 14, 1998 assuming 100% responsibility for the repair of all existing sidewalks and construction of all new sidewalks within the City. A concentrated effort was made in 2009 to input all of the sidewalks into Roadsoft to manage this asset. There are over 44 miles of sidewalk in the City.

**BUDGET SUMMARY**

The budget provides funds to repair sidewalks. The repairs will be prioritized based on high pedestrian usage within the central business district and the surrounding schools

The City continues to connect discontinuous sidewalks and add sidewalks where there are currently none. The budget for FY 11/12 provides funds for approximately 400 squares of defective sidewalk to be removed and replaced. The area programmed for FY 11/12 is City wide.

This year the DPW is planning on spending time repairing larger segments of sidewalk that has been identified for replacement. There is enough that we will not be constructing any new segments this fiscal year.

**Goals and Objectives**

Remove and replace hazardous sections of City sidewalk

Continue to maintain safe and hazard-free sidewalks

Continue to work toward the goals set forth in the 1999 Sidewalk Study for repair of existing and construction of new sidewalks.



**OPERATING NEEDS**

**Professional Services**

Surveying & Engineering ..... \$500



|  |  |  |  |  |  |  |  |  |  |
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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 440 - SIDEWALK MAINTENANCE

[illegible]



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|---|
| <p><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 442 – HANDI-CAP RAMPS</b></p> |
|---|

**DEPARTMENT FUNCTION**

The cost for installation of handicap ramps is separated from the sidewalk maintenance in order to document the handicap ramp expenditures on an annual basis. Said accumulated cost for handicap ramps qualify for non-motorized transportation expenditures.

**BUDGET SUMMARY**

The budget provides funds for the maintenance and repair of existing handicap ramps. New handicap ramps are constructed as part of all sidewalk projects to meet requirements for ADA accessibility.



**OPERATING NEEDS**

**Contractual Services**

Curb Cutting ..... \$800



|  |  |  |  |  |  |  |  |  |  |
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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 442 - HANDI-CAP RAMPS

[illegible]



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| <p><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 452 – TREE MAINTENANCE</b></p> |
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**DEPARTMENT FUNCTION**

The Department of PublicWorks is responsible for all trees in the City parks, on City property and within the street right of way excluding state highways. The tree maintenance program includes removal of dead trees & branches, stump removal, trimming and planting a limited number of new trees with the street right of way.

**BUDGET SUMMARY**

For the 04/05 budget year, new trees that were requested by residents on a first come, first serve basis were eliminated. The FY 11/12 Budget provides for 20 new trees to be planted at an average cost of \$150/tree. These new trees may replace those that are removed by the City. The FY 11/12 budget also provides funds for stump grinding of 35 trees. Funding for tree trimming and tree removal is budgeted in DPW Labor and MVP Equipment Rental with the tree trimming truck.



**OPERATING NEEDS**

**Professional Services**

Professional Forester..... \$200

**Contractual Services**

Brush & Tree Grinding ..... \$5,000  
Replacement Trees ..... 3,000  
Stump Grinding..... 2,000

Total \$10,000



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**452 - TREE MAINTENANCE**

| Account Code | Explanation                   | ACTUAL   |          |                        | FY 2010/2011           |                       |        | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 16,623   | 21,125   | 1,681                  | 6,351                  | 16,349                | 22,700 | 22,700   | 22,000                 | 22,000          | 22,000          |
| 721.000      | FICA/Medicare - City Share    | 1,263    | 1,603    | 128                    | 482                    | 1,250                 | 1,732  | 1,740    | 1,680                  | 1,680           | 1,680           |
| 728.000      | Retirement Plans (City Share) | 1,640    | 2,071    | 169                    | 727                    | 1,960                 | 2,687  | 2,270    | 2,950                  | 2,950           | 2,950           |
| 731.000      | Materials & Supplies          | 778      | 1,581    | 493                    | 90                     | 610                   | 700    | 800      | 800                    | 800             | 800             |
| 746.000      | Professional Services         | -        | -        | -                      | -                      | -                     | -      | 200      | 200                    | 200             | 200             |
| 749.000      | Contractual Services          | 9,400    | 8,675    | -                      | 468                    | 14,532                | 15,000 | 15,000   | 14,000                 | 10,000          | 10,000          |
| 851.000      | MVP Equipment Rental          | 39,310   | 37,822   | 7,672                  | 12,630                 | 28,370                | 41,000 | 41,000   | 40,000                 | 40,000          | 40,000          |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
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|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
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| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 663 – CITY PROPERTY MAINTENANCE</b></p> |
|---|

**DEPARTMENT FUNCTION**

The City owns various properties and right-of-ways that must be maintained, including the costs of operating all street lights on the City's public streets, which are under contract with Consumers Energy.

**BUDGET SUMMARY**

The major expense is the street lighting for approximately 650 streetlights placed throughout the City. The annual estimated cost to power these lights is \$110,000. This includes monies for all municipal lighting systems. Also included is the demolition of blight properties acquired by the City

**Goals and Objectives**

Keep all City property safe, clean, and as attractive as possible

Ensure all street lights are working and in good repair



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 663 - CITY PROPERTY MAINTENANCE

[illegible]



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| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 664 – CITY HALL BUILDING &amp; GROUNDS</b></p> |
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**DEPARTMENT FUNCTION**

This department provides for the operation and maintenance of the City Hall complex and surrounding grounds. The following departments are located entirely within the City Hall complex: City Manager, City Clerk, City Assessor, Finance & Treasury, Community Development, Police and Fire departments. In addition, the Public Works Director and secretary's offices are located within the building.

**BUDGET SUMMARY**

**Personnel**

The wages and benefits of the part-time custodian are accounted for within this department.

**City Hall Improvements**

Replacement items and maintenance needs are addressed every year to keep the Municipal Building maintained in a manner that will preserve the integrity of the building for many years.



**OPERATING NEEDS**

**Contractual Services**

|   |                 |
|---|-----------------|
| Otis Elevator .....                     | \$5,460         |
| HVAC Repair Parts & prepaid labor ..... | 9,420           |
| Cintas .....                            | 1,200           |
| Waste removal .....                     | 960             |
| Lawn Care .....                         | 525             |
| Annual Fire Sprinkler Test.....         | 300             |
| Window Cleaning .....                   | 175             |
| Pest Control.....                       | 300             |
| Annual Backflow Certifications.....     | 200             |
| Annual Boiler Inspections.....          | 360             |
| Floor Waxing .....                      | 900             |
| Annual Elevator Inspection.....         | <u>200</u>      |
| Total                                   | <u>\$20,000</u> |

**Capital Outlay – Improvements**

|                                     |                 |
|-------------------------------------|-----------------|
| Air Handler Rebuild.....            | \$1,000         |
| Miscellaneous Office Furniture..... | 1,000           |
| Replace 25% of Radiant Heaters..... | 9,000           |
| Replace HVAC Control Box.....       | <u>3,500</u>    |
| Total                               | <u>\$14,500</u> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 664 - CITY HALL BUILDING & GROUNDS

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| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 825 – PARKS &amp; RECREATION</b></p> |
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**DEPARTMENT FUNCTION**

The City owns, maintains, and operates seven City parks. Bennett, Oak, Dean, Veterans Memorial, Southridge, Gateway, Snell and Lincoln parks require seasonal and weekly mowing as well as leaf collection. Appropriations are made here for the restroom supplies, trash collection and capital improvements to the parks.

The City will start contributions to the new Charlotte Recreation Authority in cooperation with Eaton and Carmel Townships. This fund also makes available monies for the wages of two seasonal workers for 10 weeks during the summer.

**BUDGET SUMMARY**

**Goals and Objectives**

Provide safe and diverse recreational services to the community

Encourage and increase family orientated activities for people of all ages at our City parks

Continuously add, upgrade, improve, and repair playground and park equipment



**OPERATING NEEDS**

**Professional Services**

Utility Design and permitting ..... \$5,000

**Contractual Services**

Grass Cutting ..... \$11,600  
Waste Removal ..... 1,600  
Eaton County Community Corrections Crew ..... 1,600  
Weed Control ..... 600  
Miscellaneous Services ..... 200

Total \$15,600

**Contribution to Others**

CARC..... \$13,850  
Camp Francis ..... 2,000

Total \$15,850

**Capital Outlay – Lincoln Park**

Pavilion Utilities ..... \$50,000  
Additional Light Pole..... 2,000

Total \$52,000



**CITY OF CHARLOTTE**  
**101 - GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**825 - PARKS & RECREATION**

| Account Code | Explanation                    | ACTUAL        |                | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                |                |
|--------------|--------------------------------|---------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|----------------|----------------|
|              |                                | FY 08/09      | FY 09/10       | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT HEAD              | CITY MANAGER   | CITY COUNCIL   |
| 706.000      | City Labor - DPW               | 16,929        | 19,760         | 9,636                  | 15,245                 | 3,755                 | 19,000         | 19,000         | 19,000                 | 19,000         | 19,000         |
| 707.000      | Part-time Staff Wages          | 9,597         | 4,627          | 5,170                  | 5,100                  | 2,400                 | 7,500          | 7,500          | 7,500                  | 3,750          | 3,750          |
| 721.000      | FICA/Medicare - City Share     | 1,850         | 1,735          | 958                    | 1,549                  | 6,155                 | 7,704          | 2,030          | 2,030                  | 1,740          | 1,740          |
| 728.000      | Retirement Plans (City Share)  | 1,692         | 1,997          | 970                    | 1,784                  | 450                   | 2,234          | 1,900          | 2,550                  | 2,550          | 2,550          |
| 731.000      | Materials & Supplies           | 9,619         | 9,970          | 1,491                  | 6,064                  | 4,936                 | 11,000         | 11,000         | 11,000                 | 11,000         | 11,000         |
| 745.000      | Utilities                      | 3,329         | 3,609          | 1,756                  | 1,514                  | 2,286                 | 3,800          | 3,800          | 4,000                  | 4,000          | 4,000          |
| 746.000      | Professional Services          | -             | -              | -                      | 1,633                  | -                     | 1,633          | 2,000          | 5,000                  | 5,000          | 5,000          |
| 747.000      | Insurance & Bonds              | 281           | 649            | -                      | 692                    | -                     | 692            | 300            | 700                    | 700            | 700            |
| 749.000      | Contractual Services           | 17,534        | 45,827         | 38,672                 | 18,716                 | 2,284                 | 21,000         | 14,700         | 15,600                 | 15,600         | 15,600         |
| 753.000      | Special Purpose Expenses       | -             | -              | -                      | -                      | -                     | -              | -              | -                      | -              | -              |
| 755.000      | Contribution to Others         | -             | 26,492         | -                      | -                      | 13,960                | 13,960         | 13,960         | 15,850                 | 15,850         | 15,850         |
| 851.000      | MVP Equipment Rental           | 19,313        | 29,553         | 15,732                 | 20,819                 | 4,181                 | 25,000         | 24,000         | 24,000                 | 24,000         | 24,000         |
| 862.000      | Cap. Outlay- Improvements      | -             | -              | -                      | -                      | -                     | -              | -              | -                      | -              | -              |
| 864.000      | Capital Outlay - Equipment     | -             | -              | -                      | -                      | -                     | -              | -              | 6,500                  | -              | -              |
| 864.001      | Cap. Outlay-Lincoln/Skate Park | -             | -              | -                      | -                      | 1,500                 | 1,500          | 51,500         | 54,700                 | 52,000         | 52,000         |
| 864.002      | Capital Outlay - Bennett Park  | -             | -              | -                      | -                      | -                     | -              | 3,800          | -                      | -              | -              |
| 864.003      | Cap. Outlay-Sledding/Ice Rink  | -             | -              | -                      | -                      | -                     | -              | -              | -                      | -              | -              |
| 864.006      | Cap. Outlay-Dean Park          | -             | -              | -                      | -                      | -                     | -              | -              | -                      | -              | -              |
| 970.000      | Mileage Allowance              | -             | -              | -                      | -                      | -                     | -              | -              | -                      | -              | -              |
| 972.000      | Sundry                         | -             | 2,500          | 2,500                  | -                      | 100                   | 100            | 200            | 200                    | 200            | 200            |
|              |                                | <b>80,144</b> | <b>146,719</b> | <b>76,885</b>          | <b>73,116</b>          | <b>42,007</b>         | <b>115,123</b> | <b>155,690</b> | <b>168,630</b>         | <b>155,390</b> | <b>155,390</b> |



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| <p style="text-align: center;"><b>FUND 101 – GENERAL FUND</b><br/><b>DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS</b></p> |
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**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

Per Michigan Act 51 for Major and Local Street funds any expenditures not covered by Act 51 revenue, special assessments or interest income must be subsidized by the General fund. For FY 11/12 the amount needed to cover these expenditures is budgeted at \$6,385 for Major Streets and \$150,600 for Local Streets.

The City maintains a special revenue fund that controls the expenditure of monies for operations at the city's municipal airport. This fund is subsidized each year by a contribution from the General Fund. The amount budgeted for FY 11/12 is \$54,250.

The General Fund is responsible for 67% of the outstanding debt obligation of the 2001 Building Authority Bonds, which were issued to fund the construction of a new DPW facility. The principal and interest payments of this bond issue are accounted for in a separate debt service fund, therefore a transfer is required each fiscal year. For FY 11/12 the transfer needed from the General Fund is \$45,538. The Water & Sewer Fund will cover the remaining 33%.



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>101 - GENERAL FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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**999 - CONTRIBUTIONS TO OTHER FUNDS**[illegible]



MAJOR STREET



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                  | CASH-ON-HAND PROJECTION                 |                  |
|--|------------------|---|------------------|
| Unreserved Fund Balance @ 7/1/10                   | 638,743          | Cash-on-hand @ 7/1/10                   | 584,807          |
| + Projected 10/11 Revenues                         | 515,700          | + Projected 10/11 Revenues              | 515,700          |
| - Projected 10/11 Expenditures                     | <u>(498,376)</u> | - Projected 10/11 Expenditures          | <u>(498,376)</u> |
| Projected Unreserved Fund Balance @ 6/30/11        | 656,067          | Projected Cash-on-hand @ 6/30/11        | 602,131          |
| + Budgeted 11/12 Revenues                          | 387,985          | + Budgeted 11/12 Revenues               | 387,985          |
| - Budgeted 11/12 Expenditures                      | <u>(465,760)</u> | - Budgeted 11/12 Expenditures           | <u>(465,760)</u> |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b>578,293</b>   | <b>Projected Cash-on-hand @ 6/30/12</b> | <b>524,357</b>   |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>202 - MAJOR STREET FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**Revenues**

| Account Code | Explanation                    | ACTUAL           |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------------|------------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                                | FY 08/09         | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 415.000      | Special Assessment Revenue     | 2,527            | 1,474          | -                      | 344                    | 456                   | 800            | -                    | 500                    | 500             | 500             |
| 431.000      | State Aid                      | 344,105          | 338,072        | 114,528                | 116,985                | 223,015               | 340,000        | 326,000              | 338,000                | 338,000         | 338,000         |
| 435.000      | State Revenue - Trunklines     | 13,224           | 13,581         | 6,601                  | 4,316                  | 7,684                 | 12,000         | 12,000               | 12,000                 | 12,000          | 12,000          |
| 436.000      | METRO Act                      | 23,713           | 24,785         | -                      | -                      | 24,800                | 24,800         | 25,000               | 24,800                 | 24,800          | 24,800          |
| 437.000      | State Grants                   | 1,483,905        | 164            | -                      | -                      | -                     | -              | -                    | -                      | -               | -               |
| 501.000      | Interest Income                | 13,402           | 1,244          | 730                    | 798                    | 402                   | 1,200          | 10,000               | 1,300                  | 1,300           | 1,300           |
| 502.000      | Assessment/Lien Interest       | 304              | -              | -                      | -                      | -                     | -              | 200                  | -                      | -               | -               |
| 596.000      | Sundry Revenue                 | 8,949            | 5,220          | 1,301                  | 970                    | 4,030                 | 5,000          | 6,000                | 5,000                  | 5,000           | 5,000           |
| 605.101      | Contribution from General Fund | 32,000           | 136,100        | 68,052                 | 65,952                 | 65,948                | 131,900        | 131,900              | 6,385                  | 6,385           | 6,385           |
| <b>TOTAL</b> |                                | <b>1,922,129</b> | <b>520,640</b> | <b>191,212</b>         | <b>189,365</b>         | <b>326,335</b>        | <b>515,700</b> | <b>511,100</b>       | <b>387,985</b>         | <b>387,985</b>  | <b>387,985</b>  |



## **FUND 202 – MAJOR STREET FUND**

### **DEPARTMENT 520 – ADMINISTRATION**

#### **DEPARTMENT FUNCTION**

The department budget is used for expending a percentage of the salaries and fringe benefits of the administrative employees of the Department of Public Works and 11.0% of the fringe benefits of the hourly employees based on actual wages expended for each work program. In accordance with ACT 51 regulations, administrative charges shall not exceed 10% of the ACT 51 revenues received each fiscal year; thus additional funds must be received from other sources to supplement the Major Street Fund's budget of administrative charges exceeding 10%.

#### **BUDGET SUMMARY**

The Department of Public Works Administration budget allocates a percentage of the salary based on the estimated time expended during the fiscal year for the Major Street Fund programs as follows:

|                          |     |
|--------------------------|-----|
| Director of Public Works | 15% |
| DPW Foreman              | 15% |
| DPW Secretary            | 5%  |

The fringe benefits costs include the listed personnel and 10% of the DPW employees' fringe benefits cost. Said percentage of cost is based on the estimated hourly cost budgeted within the Major Street Fund as compared to the total hourly cost budgeted in other funds.



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**520 - ADMINISTRATION**

| Account Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |               | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL         |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 703.000      | Administrative Salaries       | 38,384        | 21,245        | 10,531                 | 11,467                 | 9,953                 | 21,420        | 21,420               | 21,420                 | 21,420          | 21,420          |
| 704.000      | Staff Wages                   | 2,968         | 1,523         | 782                    | 760                    | 1,050                 | 1,810         | 1,810                | 1,810                  | 1,810           | 1,810           |
| 710.000      | Compensated Absences          | 3,539         | 4,559         | 2,017                  | 2,050                  | 4,160                 | 6,210         | 6,210                | 3,400                  | 3,400           | 3,400           |
| 711.000      | Longevity                     | 776           | 895           | 895                    | 699                    | -                     | 699           | 1,325                | 960                    | 960             | 960             |
| 714.000      | Unused Sick & Vacation Leave  | 866           | 301           | -                      | 26                     | 4,304                 | 4,330         | 4,330                | 2,700                  | 2,700           | 2,700           |
| 715.000      | Health Reimbursement          | 1,053         | 738           | 379                    | 327                    | 323                   | 650           | 780                  | 630                    | 630             | 630             |
| 718.000      | Auto Allowance                | 716           | 456           | 227                    | 245                    | 210                   | 455           | 455                  | 455                    | 455             | 455             |
| 719.000      | Clothing Allowance            | 595           | 439           | 223                    | 170                    | 170                   | 340           | 480                  | 320                    | 320             | 320             |
| 721.000      | FICA/Medicare - City Share    | 3,716         | 2,297         | 1,146                  | 1,200                  | 1,545                 | 2,745         | 5,240                | 2,425                  | 2,425           | 2,425           |
| 722.000      | ICMA - City Share             | -             | -             | -                      | -                      | -                     | -             | -                    | 960                    | 960             | 960             |
| 723.000      | Vision Care                   | 284           | 248           | 83                     | 83                     | 262                   | 345           | 345                  | 230                    | 230             | 230             |
| 724.000      | Life, Work Comp, Unemployment | 542           | 1,097         | 163                    | 49                     | -                     | 49            | 3,120                | 2,200                  | 2,200           | 2,200           |
| 725.604      | Dental & Health Benefits      | 17,903        | 13,185        | 6,555                  | 6,977                  | 7,023                 | 14,000        | 11,810               | 12,000                 | 12,000          | 12,000          |
| 728.000      | Retirement Plans (City Share) | 5,470         | 3,460         | 1,744                  | 1,970                  | 2,030                 | 4,000         | 3,380                | 4,195                  | 4,195           | 4,195           |
| 728.001      | Retirement Health Savings     | 193           | 98            | 48                     | 2,748                  | -                     | 2,748         | 100                  | 680                    | 680             | 680             |
| 735.000      | Dues & Subscriptions          | -             | -             | -                      | -                      | -                     | -             | 100                  | -                      | -               | -               |
| 748.000      | Conferences & Training        | 100           | -             | -                      | 20                     | 180                   | 200           | 200                  | 200                    | 200             | 200             |
| 972.000      | Sundry                        | 57            | 17            | 17                     | -                      | 50                    | 50            | 300                  | 100                    | 100             | 100             |
|              | <b>TOTAL</b>                  | <b>77,162</b> | <b>50,558</b> | <b>24,810</b>          | <b>28,791</b>          | <b>31,260</b>         | <b>60,051</b> | <b>61,405</b>        | <b>54,685</b>          | <b>54,685</b>   | <b>54,685</b>   |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 521 – STREET CONSTRUCTION</b></p> |
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**DEPARTMENT FUNCTION**

By definition in Act 51, this account provides for construction of new streets in the City. This would not include roads constructed by developers.



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**521 - STREET CONSTRUCTION**

| Account<br>Code | Explanation               | ACTUAL   |          | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |       | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|---------------------------|----------|----------|------------------------|------------------------|-----------------------|-------|----------------------|------------------------|-----------------|-----------------|
|                 |                           | FY 08/09 | FY 09/10 |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 746.000         | Professional Services     | -        | -        | -                      | -                      | -                     | -     | 22,000               | -                      | -               | -               |
| 862.000         | Cap. Outlay- Improvements | -        | -        | -                      | -                      | -                     | -     | -                    | -                      | -               | -               |
| <b>TOTAL</b>    |                           | -        | -        | -                      | -                      | -                     | -     | <b>22,000</b>        | -                      | -               | -               |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 522 – STREET REPAIR</b></p> |
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**DEPARTMENT FUNCTION**

This activity provides for surface repairs on all Major Streets to include: skin patching, pothole repair, crack sealing, roto milling, resurfacing, curb and gutter repair.

**BUDGET SUMMARY**

**Goals and Objectives**

Resurface streets according to priorities identified using Roadsoft and taking into account the utilities under the streets that also need repair or replacement.

Resurface & crack seal streets as needed

Repair streets as needed to provide safe vehicle movement

Take advantage of any funding partnerships with other governmental entities for road re-building and repair.



**OPERATING NEEDS**

**Contractual Services**

Preventative Maintenance ..... \$10,000



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**522 - STREET REPAIR**

| Account Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |               | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL         |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 9,043         | 7,714         | 3,504                  | 3,625                  | 5,875                 | 9,500         | 10,000               | 10,000                 | 10,000          | 10,000          |
| 721.000      | FICA/Medicare - City Share    | 689           | 588           | 267                    | 277                    | 450                   | 727           | 770                  | 770                    | 770             | 770             |
| 728.000      | Retirement Plans (City Share) | 901           | 777           | 360                    | 429                    | 710                   | 1,139         | 1,200                | 1,340                  | 1,340           | 1,340           |
| 731.000      | Materials & Supplies          | 9,713         | 2,437         | 1,397                  | 749                    | 5,251                 | 6,000         | 10,000               | 7,000                  | 7,000           | 7,000           |
| 749.000      | Contractual Services          | 10,000        | 10,000        | 10,000                 | -                      | -                     | -             | 10,000               | 10,000                 | 10,000          | 10,000          |
| 851.000      | MVP Equipment Rental          | 5,675         | 2,353         | 913                    | 817                    | 3,183                 | 4,000         | 5,800                | 8,000                  | 8,000           | 8,000           |
| <b>TOTAL</b> |                               | <b>36,021</b> | <b>23,869</b> | <b>16,441</b>          | <b>5,897</b>           | <b>15,469</b>         | <b>21,366</b> | <b>37,770</b>        | <b>37,110</b>          | <b>37,110</b>   | <b>37,110</b>   |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 524 – STREET MAINTENANCE</b></p> |
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**DEPARTMENT FUNCTION**

The City has 11.91miles of Major Streets which are maintained by the Department of Public Works, and about 5.5 miles of State Trunkline in which we provide part of the maintenance. Funding for Major Street work is provided from State Act 51 gas tax monies. Money is reimbursed quarterly from Michigan Department of Transportation for actual work performed on trunk lines.

It is the City's responsibility to maintain Major and Local streets in a manner sufficient to maximize street longevity. The expected life of a street is generally 15 to 25 years which is contingent upon conditions such as traffic volume, condition of base and drainage.

The City uses resurfacing, crack sealing, milling, pavement recycling, and total reconstruction as options to help maintain, improve and extend our street system.

25% of Major Street Act 51 revenues may be transferred to the Local Street Fund.

**BUDGET SUMMARY**

The FY 11/12 budget provides for the design engineering for North Sheldon Street in anticipation of receiving grant money in 2013.



**OPERATING NEEDS**

**Professional Services**

|                     |                 |
|---------------------|-----------------|
| Engineering .....   | \$75,000        |
| PASER Ratings ..... | <u>2,000</u>    |
| Total               | <u>\$77,000</u> |



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**524 - STREET MAINTENANCE**

| Account Code | Explanation                   | ACTUAL           |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|------------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09         | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 877              | 2,865          | 2,865                  | 90                     | 710                   | 800            | 800                  | 500                    | 500             | 500             |
| 721.000      | FICA/Medicare - City Share    | 67               | 218            | 218                    | 7                      | 50                    | 57             | 60                   | 40                     | 40              | 40              |
| 728.000      | Retirement Plans (City Share) | 85               | 294            | 294                    | 11                     | 90                    | 101            | 100                  | 70                     | 70              | 70              |
| 731.000      | Materials & Supplies          | 333              | -              | -                      | -                      | 100                   | 100            | 200                  | 200                    | 200             | 200             |
| 746.000      | Professional Services         | 188,929          | 7,587          | 6,824                  | 9,785                  | 3,000                 | 12,785         | 22,000               | 91,000                 | 77,000          | 77,000          |
| 749.000      | Contractual Services          | 13,383           | 1,430          | 880                    | 1,030                  | 470                   | 1,500          | 1,500                | 1,700                  | 1,700           | 1,700           |
| 851.000      | MVP Equipment Rental          | 1,029            | 5,956          | 5,956                  | 292                    | 308                   | 600            | 1,100                | 1,100                  | 1,100           | 1,100           |
| 862.000      | Cap. Outlay- Improvements     | 1,468,764        | 261,555        | 164,756                | 117,552                | -                     | 117,552        | 151,000              | -                      | -               | -               |
| <b>TOTAL</b> |                               | <b>1,673,467</b> | <b>279,905</b> | <b>181,793</b>         | <b>128,767</b>         | <b>4,728</b>          | <b>133,495</b> | <b>176,760</b>       | <b>94,610</b>          | <b>80,610</b>   | <b>80,610</b>   |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 526 – STREET SWEEPING</b></p> |
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**DEPARTMENT FUNCTION**

This account provides for sweeping of all paved City streets. Major streets are swept every other week on a rotation basis, with the exception of the Central Business District, which is swept at least once a week. Street sweeping prevents debris from settling in catch basins, thus keeping the storm sewer system functioning properly and efficiently.

**BUDGET SUMMARY**

Goals and Objectives

Keep streets free from debris

Sweep all City streets approximately once every other week



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**526 - STREET SWEEPING**

| Account Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |               | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL         |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 3,562         | 3,592         | 2,334                  | 2,298                  | 1,402                 | 3,700         | 3,700                | 3,200                  | 3,200           | 3,200           |
| 721.000      | FICA/Medicare - City Share    | 271           | 262           | 177                    | 173                    | 110                   | 283           | 280                  | 240                    | 240             | 240             |
| 728.000      | Retirement Plans (City Share) | 361           | 369           | 240                    | 271                    | 170                   | 441           | 440                  | 430                    | 430             | 430             |
| 851.000      | MVP Equipment Rental          | 14,573        | 14,129        | 8,403                  | 8,732                  | 7,268                 | 16,000        | 16,000               | 15,000                 | 15,000          | 15,000          |
| 853.000      | Hydrant Rental                | 5,004         | 4,800         | 2,400                  | 2,352                  | 2,348                 | 4,700         | 4,700                | 8,700                  | 8,700           | 8,700           |
| <b>TOTAL</b> |                               | <b>23,771</b> | <b>23,152</b> | <b>13,554</b>          | <b>13,826</b>          | <b>11,298</b>         | <b>25,124</b> | <b>25,120</b>        | <b>27,570</b>          | <b>27,570</b>   | <b>27,570</b>   |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 530 – WINTER STREET MAINTENANCE</b></p> |
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**DEPARTMENT FUNCTION**

This department provides for snow and ice removal from the City’s major streets. The amount of snowfall, the number of snowfall events, and the time of day in which they happen significantly affects the amount of expenditures within this department.

**BUDGET SUMMARY**

The expenses in this program are difficult to predict. We plan for the purchase of salt and sand each year, and keep an inventory from year to year. The major expenses of this department are the labor and equipment rental costs of plowing and removing snow after winter storms. Much of this work is done after hours, when labor costs are at a premium rate.

**Goals and Objectives**

Provide safe operation of streets throughout the winter season  
  
Clean streets within 24 hours of each snowstorm



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**530 - WINTER STREET MAINTENANCE**

| Account Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |               | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL         |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 8,101         | 5,367         | 750                    | 1,206                  | 6,294                 | 7,500         | 8,000                | 8,000                  | 8,000           | 8,000           |
| 721.000      | FICA/Medicare - City Share    | 616           | 408           | 57                     | 92                     | 480                   | 572           | 610                  | 610                    | 610             | 610             |
| 728.000      | Retirement Plans (City Share) | 819           | 539           | 76                     | 144                    | 760                   | 904           | 960                  | 1,070                  | 1,070           | 1,070           |
| 731.000      | Materials & Supplies          | 11,424        | 11,861        | 6,584                  | 5,576                  | 6,424                 | 12,000        | 13,000               | 13,000                 | 13,000          | 13,000          |
| 749.000      | Contractual Services          | 2,940         | 3,920         | -                      | -                      | -                     | -             | 1,500                | -                      | -               | -               |
| 851.000      | MVP Equipment Rental          | 15,469        | 9,712         | 3,260                  | 2,177                  | 10,823                | 13,000        | 15,000               | 13,000                 | 13,000          | 13,000          |
| <b>TOTAL</b> |                               | <b>39,369</b> | <b>31,807</b> | <b>10,727</b>          | <b>9,195</b>           | <b>24,781</b>         | <b>33,976</b> | <b>39,070</b>        | <b>35,680</b>          | <b>35,680</b>   | <b>35,680</b>   |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 540 – TRAFFIC SERVICES</b></p> |
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**DEPARTMENT FUNCTION**

This account provides for the installation, maintenance and replacement of street signs; regulatory signs, signal energy and pavement markings. It also provides for the maintenance costs of traffic lights throughout the street system.

**BUDGET SUMMARY**

Goals and Objectives

Provide proper signing in accordance with State laws

Replace all signs as needed and perform routine maintenance and repairs as required



**OPERATIONAL NEEDS**

**Contractual Services**

|  |                |
|--|----------------|
| State/Shepherd Institutional Signalization ..... | \$1,700        |
| Signal Energy .....                              | 1,500          |
| MDOT Maintenance .....                           | <u>1,000</u>   |
| Total  | <u>\$4,500</u> |



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**540 - TRAFFIC SERVICES**

| Account Code | Explanation                   | ACTUAL       |              | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |              | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|--------------|--------------|------------------------|------------------------|-----------------------|--------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09     | FY 09/10     |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL        |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 1,654        | 1,346        | 1,166                  | 1,123                  | 377                   | 1,500        | 1,800                | 3,600                  | 3,600           | 3,600           |
| 721.000      | FICA/Medicare - City Share    | 126          | 112          | 88                     | 85                     | 30                    | 115          | 140                  | 280                    | 280             | 280             |
| 728.000      | Retirement Plans (City Share) | 168          | 137          | 118                    | 132                    | 50                    | 182          | 220                  | 480                    | 480             | 480             |
| 731.000      | Materials & Supplies          | 412          | 979          | 441                    | 212                    | 388                   | 600          | 2,200                | 1,000                  | 1,000           | 1,000           |
| 749.000      | Contractual Services          | 4,600        | 4,094        | 527                    | 289                    | 4,211                 | 4,500        | 4,500                | 4,500                  | 4,500           | 4,500           |
| 851.000      | MVP Equipment Rental          | 924          | 982          | 796                    | 854                    | 246                   | 1,100        | 1,200                | 1,000                  | 1,000           | 1,000           |
| <b>TOTAL</b> |                               | <b>7,884</b> | <b>7,650</b> | <b>3,136</b>           | <b>2,695</b>           | <b>5,302</b>          | <b>7,997</b> | <b>10,060</b>        | <b>10,860</b>          | <b>10,860</b>   | <b>10,860</b>   |



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| <p><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENTS 561 THRU 564 – TRUNKLINES</b></p> |
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**DEPARTMENT FUNCTION**

This section provides for the multiple departments of the Major Street fund, such as Street Maintenance, Winter Maintenance, Traffic Services and Storm Sewer Maintenance. It is accounted for separately due to reporting purposes for the State of Michigan. The City of Charlotte is reimbursed by MDOT for street sweeping costs, 50% of snow removal costs when approved by MDOT, and partial reimbursement for energy costs.

**BUDGET SUMMARY**

The budget provides for the City of Charlotte's share of costs for the parking lanes on the state trunklines for snow removal and sweeping. In addition per agreement with MDOT the City shares in the operating and maintenance cost for all signalization on state trunk lines within the City. Sweeping of all trunk lines are performed every other week, snow removal from the Central Business District is done as necessary.



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**561 - TRUNKLINE MAINTENANCE**

| Account<br>Code | Explanation                   | ACTUAL   |          |                        | FY 2010/2011           |                       |       | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|-------------------------------|----------|----------|------------------------|------------------------|-----------------------|-------|----------|------------------------|-----------------|-----------------|
|                 |                               | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000         | City Labor - DPW              | 2,567    | 1,912    | 1,822                  | 1,639                  | 161                   | 1,800 | 1,600    | 1,600                  | 1,600           | 1,600           |
| 721.000         | FICA/Medicare - City Share    | 195      | 144      | 138                    | 124                    | 10                    | 134   | 120      | 120                    | 120             | 120             |
| 728.000         | Retirement Plans (City Share) | 258      | 201      | 188                    | 195                    | 20                    | 215   | 190      | 210                    | 210             | 210             |
| 851.000         | MVP Equipment Rental          | 9,535    | 7,275    | 5,801                  | 6,105                  | 1,895                 | 8,000 | 8,000    | 8,000                  | 8,000           | 8,000           |
| 853.000         | Hydrant Rental                | 2,604    | 2,400    | 1,200                  | 1,152                  | 1,148                 | 2,300 | 2,300    | 3,000                  | 3,000           | 3,000           |
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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>202 - MAJOR STREET FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 562 - TRUNKLINE WINTER MAINTENANCE

[illegible]



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**563 - TRUNKLINE TRAFFIC SERVICES**

| Account Code | Explanation                   | ACTUAL       |              | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |              | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|--------------|--------------|------------------------|------------------------|-----------------------|--------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09     | FY 09/10     |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL        |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | -            | -            | -                      | -                      | -                     | -            | 100                  | 100                    | 100             | 100             |
| 721.000      | FICA/Medicare - City Share    | -            | -            | -                      | -                      | -                     | -            | 10                   | 10                     | 10              | 10              |
| 728.000      | Retirement Plans (City Share) | -            | -            | -                      | -                      | -                     | -            | 10                   | 10                     | 10              | 10              |
| 745.000      | Utilities                     | 3,466        | 3,561        | 1,436                  | 1,701                  | 1,899                 | 3,600        | 4,800                | 3,700                  | 3,700           | 3,700           |
| <b>TOTAL</b> |                               | <b>3,466</b> | <b>3,561</b> | <b>1,436</b>           | <b>1,701</b>           | <b>1,899</b>          | <b>3,600</b> | <b>4,920</b>         | <b>3,820</b>           | <b>3,820</b>    | <b>3,820</b>    |



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>202 - MAJOR STREET FUND</b></p> <p align="center"><b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 564 - TRUNKLINE STORM SEWER

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| <p style="text-align: center;"><b>FUND 202 – MAJOR STREET FUND</b><br/><b>DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS</b></p> |
|---|

**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

Michigan Transportation Bonds were issued in July 2001 in the amount of \$775,000 to fund street construction within the City of Charlotte. Each year, the Major and Local Street Funds make operating transfer to the Debt Service Fund to cover the annual debt payments and associated paying agent fees.

The amount required to pay the FY 11/12 debt obligations and associated fees is \$73,630. The Major Street Fund is responsible for 60% of this amount with the remaining 40% by the Local Street Fund.

Per State of Michigan Act 51 the local fund can contribute up to 25% of Act 51 Major Street Fund monies to the Local Street Fund. Due to decreased revenues, no transfer will be made to the Local Street Fund for FY 11/12.



**OPERATIONAL NEEDS**

**Contribution to other Funds**

|   |                  |
|---|------------------|
| Contribution to Local Street Fund (Fund 203) .....  | \$150,000        |
| Contribution to MI Trans Bond Fund (Fund 312) ..... | <u>44,145</u>    |
| Total   | <u>\$194,145</u> |



**CITY OF CHARLOTTE**  
**202 - MAJOR STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**999 - CONTRIBUTIONS TO OTHER FUNDS**

| Account Code | Explanation                    | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                                | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 859.203      | Contrib. to Local Street Fund  | -             | -             | -                      | -                      | 150,000               | 150,000        | -                    | 84,500                 | 150,000         | 150,000         |
| 859.312      | Contrib. to MI Trans Bond Fund | 42,651        | 44,325        | 22,164                 | 22,914                 | 22,914                | 45,828         | 45,828               | 44,145                 | 44,145          | 44,145          |
| <b>TOTAL</b> |                                | <b>42,651</b> | <b>44,325</b> | <b>22,164</b>          | <b>22,914</b>          | <b>172,914</b>        | <b>195,828</b> | <b>45,828</b>        | <b>128,645</b>         | <b>194,145</b>  | <b>194,145</b>  |



LOCAL STREET



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                      | CASH-ON-HAND PROJECTION                 |                      |
|--|----------------------|---|----------------------|
| Unreserved Fund Balance @ 7/1/10                   | 195,173              | Cash-on-hand @ 7/1/10                   | 178,285              |
| + Projected 10/11 Revenues                         | 448,900              | + Projected 10/11 Revenues              | 448,900              |
| - Projected 10/11 Expenditures                     | <u>(393,463)</u>     | - Projected 10/11 Expenditures          | <u>(393,463)</u>     |
| Projected Unreserved Fund Balance @ 6/30/11        | 250,610              | Projected Cash-on-hand @ 6/30/11        | 233,722              |
| + Budgeted 11/12 Revenues                          | 442,790              | + Budgeted 11/12 Revenues               | 442,790              |
| - Budgeted 11/12 Expenditures                      | <u>(624,500)</u>     | - Budgeted 11/12 Expenditures           | <u>(624,500)</u>     |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>68,900</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>52,012</u></b> |



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

[illegible]



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**REVENUES**

| Account Code | Explanation                    | ACTUAL         |                | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | FY 2010/2011          |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                                | FY 08/09       | FY 09/10       |                        |                        | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 415.000      | Special Assessment Revenue     | 17,366         | 11,235         | 6,280                  | 4,682                  | 4,318                 | 9,000          | 13,400               | 13,390                 | 13,390          | 13,390          |
| 431.000      | State Aid                      | 135,892        | 133,528        | 45,233                 | 46,220                 | 78,780                | 125,000        | 131,000              | 125,000                | 125,000         | 125,000         |
| 501.000      | Interest Income                | 5,355          | 265            | 225                    | 185                    | 115                   | 300            | 5,000                | 300                    | 300             | 300             |
| 502.000      | Assessment/Lien Interest       | 1,805          | 2,923          | 875                    | 1,038                  | 762                   | 1,800          | 1,600                | 1,500                  | 1,500           | 1,500           |
| 596.000      | Sundry Revenue                 | 3,977          | 5,133          | -                      | -                      | -                     | -              | 4,000                | 2,000                  | 2,000           | 2,000           |
| 605.101      | Contribution from General Fund | 52,800         | 156,200        | 78,099                 | 81,402                 | 81,398                | 162,800        | 162,800              | 325,600                | 150,600         | 150,600         |
| 605.202      | Contribution from Major Fund   | -              | -              | -                      | -                      | 150,000               | 150,000        | -                    | 84,500                 | 150,000         | 150,000         |
| <b>TOTAL</b> |                                | <b>217,195</b> | <b>309,284</b> | <b>130,712</b>         | <b>133,527</b>         | <b>315,373</b>        | <b>448,900</b> | <b>317,800</b>       | <b>552,290</b>         | <b>442,790</b>  | <b>442,790</b>  |



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| <p align="center"><b>FUND 203 – LOCAL STREET FUND</b><br/> <b>DEPARTMENT 520 – ADMINISTRATION</b></p> |  |
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### DEPARTMENT FUNCTION

The department budget is used for expending a percentage of the salaries and fringe benefits of the administrative employees of the Department of Public Works and 13% of the fringe benefits of the hourly employees based on actual wages expended for each work program. In accordance with ACT 51 regulations administrative charges shall not exceed 10% of the ACT 51 revenues received each fiscal year; thus additional funds must be received from other sources to supplement administrative charges exceeding 10%. Further, 25% of the Major Street ACT 51 revenues may be transferred to the Local Street Fund for funding Local Street expenditures.

## **BUDGET SUMMARY**

The Department of Public Works Administration budget allocates a percentage of the salary based on the estimated time expended during the fiscal year for the Local Street Fund programs as follows:

The fringe benefit costs include the above personnel and 12% of the DPW employees' fringe benefit costs. Said percentage of cost is based on the estimated hourly cost budgeted within Local Streets as compared to the total hourly cost budgeted in other funds.

|                          |     |
|--------------------------|-----|
| Director of Public Works | 15% |
| DPW Foreman              | 15% |
| DPW Secretary            | 5%  |



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>203 - LOCAL STREET FUND</b><br/> <b>REVENUE PROJECTIONS FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 520 - ADMINISTRATION

[illegible]



## **FUND 203 – LOCAL STREET FUND DEPARTMENT 522 – STREET REPAIR**

### **DEPARTMENT FUNCTION**

This department provides for surface repairs on all streets to include asphalt patching, application of gravel, dust control, crack sealing and resurfacing. Each of these improvements, help to improve road safety and increase the life of the road

### **BUDGET SUMMARY**

Repairs include asphalt skin patching, crack sealing, pothole repair, and curb & gutter repair. These projects along with the normal maintenance and repairs make up the largest part of the Local Street budget. In accordance with ACT 51 regulations any funds expended for resurfacing, local street construction or reconstruction must be matched equally by other funds.

#### **Goals and Objectives**

Resurface streets according to priorities identified using Roadsoft and taking into account the utilities under the streets that also need repair or replacement.

Resurface & crack seal streets as needed

Repair streets as needed to provide safe vehicle movement



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**522 - STREET REPAIR**

| Account<br>Code | Explanation                   | ACTUAL   |          |                        | FY 2010/2011           |                       |        | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|-------------------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------|------------------------|-----------------|-----------------|
|                 |                               | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000         | City Labor - DPW              | 15,086   | 15,716   | 7,162                  | 7,362                  | 8,600                 | 15,962 | 16,000   | 16,000                 | 16,000          | 16,000          |
| 721.000         | FICA/Medicare - City Share    | 1,150    | 1,199    | 546                    | 561                    | 660                   | 1,221  | 1,220    | 1,220                  | 1,220           | 1,220           |
| 728.000         | Retirement Plans (City Share) | 1,500    | 1,583    | 733                    | 868                    | 1,030                 | 1,898  | 1,920    | 2,140                  | 2,140           | 2,140           |
| 731.000         | Materials & Supplies          | 10,621   | 5,421    | 2,589                  | 1,828                  | 6,000                 | 7,828  | 10,000   | 7,000                  | 7,000           | 7,000           |
| 749.000         | Contractual Services          | 10,174   | 9,189    | 9,189                  | -                      | -                     | -      | 10,000   | -                      | -               | -               |
| 851.000         | MVP Equipment Rental          | 8,533    | 5,785    | 2,042                  | 2,100                  | 3,000                 | 5,100  | 8,000    | 7,000                  | 7,000           | 7,000           |
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| <p><b>FUND 203 – LOCAL STREET FUND</b><br/><b>DEPARTMENT 524 – STREET MAINTENANCE</b></p> |
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**DEPARTMENT FUNCTION**

The City has 25.91 miles of Local streets, which are maintained by the Department of Public Works. Approximately 3.0 miles are gravel streets. Funding for local street work is provided partially from State Act 51 gas tax monies, and from the City's General Fund. The major areas of concern are: street repair; right-of-way maintenance; street sweeping and cleanup; winter maintenance; and traffic services.

This department provides for street maintenance within the roadway right-of-way in back of the curb & gutter and/or edge of pavement. All cost related to trees, stumps and brush is funded from the General Fund due to inadequate Local Street revenues to fully fund the required need for Local Street improvements.

**BUDGET SUMMARY**

The FY 11/12 budget provides for reconstruction of West Harris Street from Sheldon Street to the west terminus. The total cost of the project is estimated to be \$480,000. Funds of \$480,000 have been budgeted this year to cover the capital improvement.



**OPERATING NEEDS**

**Professional Services**

|                     |                 |
|---------------------|-----------------|
| Engineering .....   | \$50,000        |
| PASER Ratings ..... | <u>2,000</u>    |
| Total               | <u>\$52,000</u> |

**Capital Outlay - Improvements**

|                      |           |
|----------------------|-----------|
| Reconstruction ..... | \$300,000 |
|----------------------|-----------|



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**524 - STREET MAINTENANCE**

| Account Code | Explanation                   | ACTUAL       |                | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | FY 2010/2011          |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|--------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09     | FY 09/10       |                        |                        | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 216          | 2,780          | 2,654                  | 231                    | 69                    | 300            | 300                  | 300                    | 300             | 300             |
| 721.000      | FICA/Medicare - City Share    | 17           | 211            | 202                    | 17                     | 10                    | 27             | 20                   | 20                     | 20              | 20              |
| 728.000      | Retirement Plans (City Share) | 21           | 285            | 271                    | 27                     | 10                    | 37             | 40                   | 40                     | 40              | 40              |
| 731.000      | Materials & Supplies          | -            | 110            | -                      | -                      | 100                   | 100            | 100                  | 100                    | 100             | 100             |
| 746.000      | Professional Services         | -            | 17,590         | 15,890                 | 7,085                  | 3,000                 | 10,085         | 17,000               | 87,000                 | 52,000          | 52,000          |
| 851.000      | MVP Equipment Rental          | 775          | 5,210          | 5,049                  | 240                    | 460                   | 700            | 800                  | 800                    | 800             | 800             |
| 862.000      | Cap. Outlay- Improvements     | -            | 138,486        | 138,486                | 90,533                 | -                     | 90,533         | 109,000              | 480,000                | 300,000         | 300,000         |
| <b>TOTAL</b> |                               | <b>1,029</b> | <b>164,672</b> | <b>162,552</b>         | <b>98,133</b>          | <b>3,649</b>          | <b>101,782</b> | <b>127,260</b>       | <b>568,260</b>         | <b>353,260</b>  | <b>353,260</b>  |



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| <p><b>FUND 203 – LOCAL STREET FUND</b><br/><b>DEPARTMENT 526 – STREET SWEEPING</b></p> |
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**DEPARTMENT FUNCTION**

This department provides for the sweeping of all paved local City streets. Of the City's 25.91 miles of local streets, approximately 23 miles are paved. Each street is swept approximately once every other week on a rotational basis.



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**526 - STREET SWEEPING**

| Account Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | FY 2010/2011          |               | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      |                        |                        | 1/1/2011<br>6/30/2011 | TOTAL         |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 4,768         | 7,281         | 4,391                  | 5,252                  | 2,748                 | 8,000         | 4,800                | 5,135                  | 5,135           | 5,135           |
| 721.000      | FICA/Medicare - City Share    | 362           | 552           | 333                    | 396                    | 210                   | 606           | 370                  | 390                    | 390             | 390             |
| 728.000      | Retirement Plans (City Share) | 485           | 755           | 456                    | 619                    | 330                   | 949           | 580                  | 690                    | 690             | 690             |
| 851.000      | MVP Equipment Rental          | 20,514        | 28,058        | 15,767                 | 19,007                 | 10,993                | 30,000        | 21,000               | 25,000                 | 25,000          | 25,000          |
| 853.000      | Hydrant Rental                | 10,500        | 9,804         | 4,902                  | 4,800                  | 4,800                 | 9,600         | 9,600                | 17,200                 | 17,200          | 17,200          |
| <b>TOTAL</b> |                               | <b>36,629</b> | <b>46,450</b> | <b>25,849</b>          | <b>30,074</b>          | <b>19,081</b>         | <b>49,155</b> | <b>36,350</b>        | <b>48,415</b>          | <b>48,415</b>   | <b>48,415</b>   |



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| <p><b>FUND 203 – LOCAL STREET FUND</b><br/><b>DEPARTMENT 529 – GRAVEL STREET MAINTENANCE</b></p> |
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**DEPARTMENT FUNCTION**

This department provides funds for maintaining approximately 3.0 miles of gravel streets. Funds are budgeted for grading, application of gravel and dust control to maintain gravel streets.

**OPERATING NEEDS**

**Contractual Services**

Dust Control..... \$5,000



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>203 - LOCAL STREET FUND</b><br/> <b>REVENUE PROJECTIONS FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## 529 - GRAVEL STREET MAINTENANCE

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| <p><b>FUND 203 – LOCAL STREET FUND</b><br/><b>DEPARTMENT 530 – WINTER STREET MAINTENANCE</b></p> |
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**DEPARTMENT FUNCTION**

This department provides for snow and ice removal from the City's local streets. The amount of snowfall, the number of snowfalls, and the time of day of the snowfall significantly affects the amount of expenditures within this department.



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>203 - LOCAL STREET FUND</b><br/> <b>REVENUE PROJECTIONS FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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### 530 - WINTER STREET MAINTENANCE

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| <p align="center"><b>FUND 203 – LOCAL STREET FUND</b><br/> <b>DEPARTMENT 540 – TRAFFIC SERVICES</b></p> |  |
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**DEPARTMENT FUNCTION**

This department provides for the installation and maintenance of street signs, regulatory signs, and street markings.

## OPERATING NEEDS

### Contractual Services

|                |         |
|----------------|---------|
| JR Howell..... | \$1,000 |
|----------------|---------|



**CITY OF CHARLOTTE**  
**203 - LOCAL STREET FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**540 - TRAFFIC SERVICES**

| Account Code | Explanation                   | ACTUAL   |          |                        | FY 2010/2011           |                       |       | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------|----------|------------------------|------------------------|-----------------------|-------|----------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 1,348    | 1,309    | 648                    | 870                    | 430                   | 1,300 | 1,200    | 3,200                  | 3,200           | 3,200           |
| 721.000      | FICA/Medicare - City Share    | 102      | 100      | 49                     | 66                     | 30                    | 96    | 90       | 240                    | 240             | 240             |
| 728.000      | Retirement Plans (City Share) | 135      | 132      | 64                     | 101                    | 50                    | 151   | 140      | 430                    | 430             | 430             |
| 731.000      | Materials & Supplies          | 415      | 503      | 44                     | 646                    | 154                   | 800   | 1,200    | 800                    | 800             | 800             |
| 749.000      | Contractual Services          | 1,230    | 1,230    | -                      | -                      | 1,000                 | 1,000 | 500      | 1,000                  | 1,000           | 1,000           |
| 851.000      | MVP Equipment Rental          | 541      | 905      | 491                    | 620                    | 380                   | 1,000 | 1,000    | 1,000                  | 1,000           | 1,000           |
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| <p style="text-align: center;"><b>FUND 203 – LOCAL STREET FUND</b><br/><b>DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS</b></p> |
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**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

Michigan Transportation Bonds were issued in July 2001 in the amount of \$775,000 to fund street construction within the City of Charlotte. Each year, the Major and Local Street Funds make operating transfer to the Debt Service Fund to cover the annual debt payments and associated paying agent fees.

The amount required to pay the FY 11/12 debt obligations and associated fees is \$73,630. The Local Street Fund is responsible for 40% of this amount with the remaining 60% from the Major Street Fund.



**OPERATIONAL NEEDS**

**Contribution to other Funds**

Contribution to MI Trans Bond Fund (Fund 312) ..... \$29,485



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>203 - LOCAL STREET FUND</b><br/> <b>REVENUE PROJECTIONS FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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**999 - CONTRIBUTIONS TO OTHER FUNDS**

| Account Code | Explanation                    | ACTUAL   |          |                        | FY 2010/2011           |                       |        | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------|------------------------|-----------------|-----------------|
|              |                                | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 859.312      | Contrib. to MI Trans Bond Fund | 28,434   | 29,550   | 14,778                 | 15,276                 | 15,276                | 30,552 | 30,552   | 29,485                 | 29,485          | 29,485          |
|              |                                | 28,434   | 29,550   | 14,778                 | 15,276                 | 15,276                | 30,552 | 30,552   | 29,485                 | 29,485          | 29,485          |



POLICE DRUG ENFORCEMENT FUND



**CITY OF CHARLOTTE**  
**230 - POLICE DRUG ENFORCEMENT**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                     | CASH-ON-HAND PROJECTION                 |                     |
|--|---------------------|---|---------------------|
| Unreserved Fund Balance @ 7/1/10                   | 9,714               | Cash-on-hand @ 7/1/10                   | 9,715               |
| + Projected 10/11 Revenues                         | 1,243               | + Projected 10/11 Revenues              | 1,243               |
| - Projected 10/11 Expenditures                     | <u>(650)</u>        | - Projected 10/11 Expenditures          | <u>(650)</u>        |
| Projected Unreserved Fund Balance @ 6/30/11        | 10,307              | Projected Cash-on-hand @ 6/30/11        | 10,308              |
| + Budgeted 11/12 Revenues                          | 1,025               | + Budgeted 11/12 Revenues               | 1,025               |
| - Budgeted 11/12 Expenditures                      | <u>(1,700)</u>      | - Budgeted 11/12 Expenditures           | <u>(1,700)</u>      |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>9,632</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>9,633</u></b> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>230 - POLICE DRUG ENFORCEMENT</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |
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**CITY OF CHARLOTTE**  
**230 - POLICE DRUG ENFORCEMENT**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account<br>Code | Explanation     | ACTUAL     |              | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |              | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|-----------------|------------|--------------|------------------------|------------------------|-----------------------|--------------|----------------------|------------------------|-----------------|-----------------|
|                 |                 | FY 08/09   | FY 09/10     |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL        |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 501.000         | Interest Income | 151        | 24           | 15                     | 12                     | 13                    | 25           | -                    | 25                     | 25              | 25              |
| 581.000         | Forfeitures     | 45         | 1,217        | -                      | -                      | 1,218                 | 1,218        | 200                  | 1,000                  | 1,000           | 1,000           |
| 596.000         | Sundry          | -          | -            | -                      | -                      | -                     | -            | -                    | -                      | -               | -               |
| <b>TOTAL</b>    |                 | <b>196</b> | <b>1,241</b> | <b>15</b>              | <b>12</b>              | <b>1,231</b>          | <b>1,243</b> | <b>200</b>           | <b>1,025</b>           | <b>1,025</b>    | <b>1,025</b>    |



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| <p><b>FUND 230 – POLICE DRUG ENFORCEMENT FUND</b><br/><b>DEPARTMENT 301 – POLICE DRUG ENFORCEMENT</b></p> |
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**DEPARTMENT FUNCTION**

Drug use and abuse is present in every community, whether urban or rural and measures must be taken towards detection, intervention, apprehension of offenders, as well as prevention. There are many State and Federal revenue sources for this activity; however some materials and prevention activities fall outside their particular guidelines. For these activities a local resource must be maintained.

The Department anticipates some minor forfeiture revenue and some minor equipment purchased by the Eaton County Prosecutor's office funds (also from forfeit revenue). Unfortunately we have no way to predict what these items might entail. We have estimated these funds in our drug enforcement revenue. As we have strict guidelines on how forfeiture funds are expended, this account will be used for that purpose as well as provide minimal dollars for drug investigation and equipment needs.



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>230 - POLICE DRUG ENFORCEMENT</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |
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**301 - POLICE DRUG ENFORCEMENT**

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ACT 302 POLICE TRAINING FUND



**CITY OF CHARLOTTE**  
**240 - ACT 302 POLICE TRAINING**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                                 |                      | CASH-ON-HAND PROJECTION                 |                      |
|---|----------------------|---|----------------------|
| Unreserved Fund Balance @ 7/1/10                        | 24,400               | Cash-on-hand @ 7/1/10                   | 24,400               |
| + Projected 10/11 Revenues                              | 3,500                | + Projected 10/11 Revenues              | 3,500                |
| - Projected 10/11 Expenditures                          | <u>(2,128)</u>       | - Projected 10/11 Expenditures          | <u>(2,128)</u>       |
| Projected Unreserved Fund Balance @ 6/30/11             | 25,772               | Projected Cash-on-hand @ 6/30/11        | 25,772               |
| + Budgeted 11/12 Revenues                               | 3,600                | + Budgeted 11/12 Revenues               | 3,600                |
| - Budgeted 11/12 Expenditures                           | <u>(5,600)</u>       | - Budgeted 11/12 Expenditures           | <u>(5,600)</u>       |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b>      | <b>23,772</b>        | <b>Projected Cash-on-hand @ 6/30/12</b> | <b>23,772</b>        |
| Required Minimum Balance                                | <u>(8,139)</u>       | Required Minimum Balance                | <u>(8,139)</u>       |
| <b>Total Projected Available Fund Balance @ 6/30/12</b> | <b><u>15,633</u></b> | <b>Available Cash-on-hand @ 6/30/12</b> | <b><u>15,633</u></b> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>240 - ACT 302 POLICE TRAINING</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2010/2011</b> </p> |  |
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| <p style="text-align: center;"><b>CITY OF CHARLOTTE</b><br/> <b>240 - ACT 302 POLICE TRAINING</b><br/> <b>REVENUE PROJECTIONS FY 2010/2011</b></p> |
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## REVENUES

[illegible]



**FUND 240 – ACT 302 POLICE TRAINING FUND**  
**DEPARTMENT 302 – ACT 302 POLICE TRAINING**

**DEPARTMENT FUNCTION**

Act 302 of the Public Acts of 1982, makes available the distribution of State funds for the continued training of police officers in new skill techniques and required certified training. The distribution is based on the number of sworn police officers per jurisdiction. This act requires that an agency maintain the training expenditure level that was effective October 12, 1982, which was \$1,200 per year. However, this is the minimum amount and normally not sufficient to cover anticipated FY 11/12 training needs of \$5,600. A contribution of \$2,000 from the City's General Fund is necessary in order to insure proper training of all personnel. With this balance and the state PA revenue the department can allot approximately \$373 per officer for training.

Even with the continued increases in training costs, we are able to keep our budget reasonable due to a long standing philosophy of *training trainers* and utilizing web based resources. Roll Call Training with videos or DVD's helps save on costs and we receive training assistance due to participation in regional Homeland Security initiatives. We have also been fairly successful in securing training grant funds which are many times paid directly to the provider and have no impact on our budget other than down time for officers involved in the training. To take advantage of grant funded training opportunities, which many times require matching dollars, we maintain funds for this purpose as well.



## **BUDGET SUMMARY**

### **Goals and Objectives**

A well-trained police force is necessary to provide the community with police officers that are knowledgeable in a field that is constantly changing. Training results in a more effective organization and reduces the risk of liability. A majority of the training involves annual certification in areas of Breathalyzer operations, radar operations and firearms training. Other training includes legal updates, accident investigation, blood borne pathogens, evidence technical school, basic detective school, management and supervisory school and many others.

Homeland Security and National Incident Command training has been increased, fortunately much of this training is done via the internet.

As indicated, techniques and information in the field of public safety are in a constant state of change. Demands on police agencies in areas of certification, required training and liability issues require that we continue to train officers in all areas of criminal justice.

Technology is also an area that requires constant update training. We continue to invest in this type of instruction for both internal use as well as investigative purposes.

### **Performance Data**

In 2009, officers logged over 1,060 hours of training.

Some examples of this training are:

|                                |                              |
|--------------------------------|------------------------------|
| Search & Seizure               | Community Policing           |
| Investigations                 | Firearms                     |
| Field Training Supervision     | Technology Crimes            |
| DARE Updates                   | Bicycle Patrol Techniques    |
| First Aid                      | Blood borne Pathogens        |
| Hazardous Materials            | Accident Scene Investigation |
| Evidence Technician Processing | Management & Supervision     |
| Legal Updates                  | Homeland Security            |

As an agency we participate in many other areas of training and education as the need arises and the opportunities are available. We continue to be part of a regional consortium and train with area departments on a regular basis.



**CITY OF CHARLOTTE  
240 - ACT 302 POLICE TRAINING  
BUDGET REQUEST FY 2010/2011**

**302 - ACT 302 POLICE TRAINING**

| Account<br>Code | Explanation            | ACTUAL   |          | FY 2010/2011           |                        |                       |       | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|------------------------|----------|----------|------------------------|------------------------|-----------------------|-------|----------|------------------------|-----------------|-----------------|
|                 |                        | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 748.000         | Conferences & Training | 1,416    | 360      | 196                    | 33                     | 1,967                 | 2,000 | 2,000    | 2,000                  | 2,000           | 2,000           |
| 748.302         | 302 Training           | 2,948    | 2,455    | 2,060                  | 595                    | 2,200                 | 2,795 | 4,000    | 3,600                  | 3,600           | 3,600           |
| TOTAL           |                        | 4,364    | 2,815    | 2,256                  | 628                    | 4,167                 | 4,795 | 6,000    | 5,600                  | 5,600           | 5,600           |



DDA FUND



**CITY OF CHARLOTTE**  
**260 - DDA FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                  | CASH-ON-HAND PROJECTION                 |                  |
|--|------------------|---|------------------|
| Unrestricted Net Assets @ 7/1/10                   | 114,567          | Cash-on-hand @ 7/1/10                   | 114,110          |
| + Projected 10/11 Revenues                         | 182,347          | + Projected 10/11 Revenues              | 182,347          |
| - Projected 10/11 Expenditures                     | <u>(263,752)</u> | - Projected 10/11 Expenditures          | <u>(263,752)</u> |
| Projected Unrestricted Net Assets @ 6/30/11        | 33,162           | Projected Cash-on-hand @ 6/30/11        | 32,705           |
| + Budgeted 11/12 Revenues                          | 80,250           | + Budgeted 11/12 Revenues               | 80,250           |
| - Budgeted 11/12 Expenditures                      | <u>(80,250)</u>  | - Budgeted 11/12 Expenditures           | <u>(80,250)</u>  |
| <b>Projected Unrestricted Net Assets @ 6/30/12</b> | <b>33,162</b>    | <b>Projected Cash-on-hand @ 6/30/12</b> | <b>32,705</b>    |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>260 - DDA FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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**CITY OF CHARLOTTE**  
**260 - DDA FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Explanation                | ACTUAL   |          |                        | FY 2010/2011           |                       |         | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|----------------------------|----------|----------|------------------------|------------------------|-----------------------|---------|----------|------------------------|-----------------|-----------------|
|              |                            | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL   | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 411.000      | Current Tax Collection     | 55,141   | 56,967   | -                      | -                      | 65,975                | 65,975  | 59,500   | 66,250                 | 66,250          | 66,250          |
| 415.000      | Special Assessment Revenue | -        | 7,419    | 4,617                  | 5,480                  | 3,865                 | 9,345   | 9,345    | 12,000                 | 12,000          | 12,000          |
| 424.000      | Parking Permits            | 2,095    | 1,500    | 830                    | 1,075                  | 925                   | 2,000   | 2,000    | 2,000                  | 2,000           | 2,000           |
| 501.000      | Interest Income            | 2,062    | 258      | 162                    | (123)                  | 150                   | 27      | 250      | -                      | -               | -               |
| 596.000      | Sundry Revenue             | 800      | 520      | 300                    | -                      | -                     | -       | -        | -                      | -               | -               |
| 606.000      | Loan Proceeds              | -        | -        | -                      | -                      | 105,000               | 105,000 | -        | -                      | -               | -               |
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| <p style="text-align: center;"><b>FUND 260 – D.D.A. FUND</b><br/><b>DEPARTMENT 800 – ECONOMIC DEVELOPMENT</b></p> |
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**DEPARTMENT FUNCTION**

The Charlotte Downtown Development Authority (DDA) was organized under Act 197 of 1975 by ordinance in April 1991. The ordinance establishes the downtown area as a Tax Increment Financing Authority (TIFA). This enables the authority to capture taxes levied on the district by all jurisdictions on the property value that has increased since the base year of 1991. The DDA uses this tax revenue to undertake downtown revitalization and development activities.

The DDA is charged with establishing a development plan, to determine the method of financing the plan, and to set an annual budget to implement the plan. Each step must be approved by the City Council. The authority board has control over the funds as long as the funds are spent in accordance with the plan approved by the City Council. The City has been designated to act as their paying agent and provides accounting services. The State of Michigan requires an annual audit, and it was determined the most economical method would be to incorporate this into the City's audit report.

**DDA Amendment**

The DDA boundaries were amended seven years ago to include portions of Seminary and Horatio Streets in conjunction with the redevelopment of the former Charlotte Junior High School. A portion of the funds generated from this boundary expansion were committed at the time of expansion to the creation of a residential façade improvement grant program, similar to the DDAs traditional façade improvement program aimed at downtown businesses.

This expansion is set to expire and the DDA boundaries to return to their pre-expansion locations at the end of 10 years (2013), or the capture of \$288,750 from the expansion area, whichever comes first. At this time, it appears the 10 year time periods will end prior to the captured funds cap being reached.



## **BUDGET SUMMARY**

### **Personnel**

The City of Charlotte's Community Development Director is the only employee associated with the DDA and is responsible for the administration of the authority.

### **Vehicles**

There are no vehicles associated with the DDA, although the Department of Public Works is often used to complete projects within the DDA district, and they use vehicles on a regular basis.

### **Goals and Objectives**

Maintain an atmosphere conducive to attracting new customers and businesses to downtown Charlotte.

Enhance the historic character and image of downtown Charlotte.

Partner with Can Do! and other organizations to promote the community throughout the region with a comprehensive marketing campaign.



### **OPERATING NEEDS**

Generally, this budget continues the implementation of the 20-year DDA plan, enacted in April 2000, as well as the 2003 plan amendment. It also reflects activities associated with the Charlotte Downtown Blueprint 2005. Other needs include city support services from the Department of Public Works, tree and flower care and planting, sidewalk snow removal subsidization, as well as garbage removal. This year's budget is intended to support DDA initiatives that include the Courthouse Square Farmer's Market, the Celebrate Charlotte Festival, the DDAs Façade Improvement Grant Programs, the Can Do! community marketing campaign, and capital outlays for downtown gateway and infrastructure improvements.

#### **Contractual Services**

|                                  |                 |
|----------------------------------|-----------------|
| Sidewalk Snow Removal .....      | \$14,020        |
| Waste Management - Downtown..... | 2,000           |
| Streetscape Maintenance.....     | <u>1,500</u>    |
| Total                            | <u>\$17,520</u> |

#### **Contribution to Others**

|                                 |                 |
|---------------------------------|-----------------|
| Courthouse Square .....         | \$9,000         |
| Can Do! Marketing Campaign..... | <u>5,000</u>    |
| Total                           | <u>\$14,000</u> |

#### **Capital Outlay - Improvements**

|                                       |                 |
|---------------------------------------|-----------------|
| Parking Lot Improvements(s) .....     | \$15,000        |
| Residential Façade Grant Program..... | <u>2,500</u>    |
| Total                                 | <u>\$17,500</u> |

#### **Special Purpose Expenses**

|                                   |                |
|-----------------------------------|----------------|
| Concerts Series.....              | \$5,000        |
| Farmer's Market Sponsorship ..... | <u>1,500</u>   |
| Total                             | <u>\$6,500</u> |



**CITY OF CHARLOTTE**  
**260 - DDA FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**800 - ECONOMIC DEVELOPMENT**

| Account Code | Explanation                   | ACTUAL        |               | FY 2010/2011           |                        |                       |                | BUDGETED      | PROJECTED FY 2011/2012 |               |               |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|----------------|---------------|------------------------|---------------|---------------|
|              |                               | FY 08/09      | FY 09/10      | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11      | DEPT HEAD              | CITY MANAGER  | CITY COUNCIL  |
| 706.000      | City Labor - DPW              | 1,510         | 2,159         | 429                    | 1,189                  | 1,511                 | 2,700          | 1,500         | 2,500                  | 2,500         | 2,500         |
| 707.000      | Part-time Staff Wages         | 2,088         | 2,008         | 1,040                  | 520                    | 500                   | 1,020          | 2,080         | 2,080                  | 2,080         | 2,080         |
| 721.000      | FICA/Medicare - City Share    | 274           | 318           | 112                    | 130                    | 150                   | 280            | 275           | 350                    | 350           | 350           |
| 728.000      | Retirement Plans (City Share) | 152           | 214           | 44                     | 137                    | 180                   | 317            | 180           | 300                    | 300           | 300           |
| 731.000      | Materials & Supplies          | 2,052         | 4,188         | 2,196                  | 623                    | 377                   | 1,000          | 1,000         | 1,000                  | 1,000         | 1,000         |
| 737.000      | Printing & Publishing         | 496           | -             | -                      | 232                    | -                     | 232            | 500           | 200                    | 200           | 200           |
| 745.000      | Utilities                     | -             | -             | -                      | -                      | 2,600                 | 2,600          | -             | -                      | -             | -             |
| 746.000      | Professional Services         | -             | -             | -                      | 5,822                  | 15,000                | 20,822         | 5,000         | 5,000                  | 5,000         | 5,000         |
| 748.000      | Conferences & Training        | -             | -             | -                      | -                      | -                     | -              | 500           | -                      | -             | -             |
| 749.000      | Contractual Services          | 12,470        | 19,659        | 6,935                  | 7,705                  | 9,813                 | 17,518         | 17,518        | 17,520                 | 17,520        | 17,520        |
| 753.000      | Special Purpose Expenses      | -             | -             | -                      | 4,763                  | 1,000                 | 5,763          | 6,500         | 6,500                  | 6,500         | 6,500         |
| 755.000      | Contribution to Others        | 17,000        | 14,000        | 5,000                  | 6,500                  | 10,500                | 17,000         | 17,000        | 14,000                 | 14,000        | 14,000        |
| 851.000      | MVP Equipment Rental          | 1,199         | 2,403         | 725                    | 976                    | 524                   | 1,500          | 1,500         | 1,500                  | 1,500         | 1,500         |
| 862.000      | Cap. Outlay- Improvements     | 7,643         | 16,670        | 13,070                 | 183,777                | 4,223                 | 188,000        | 17,500        | 17,500                 | 17,500        | 17,500        |
| 871.000      | Principal                     | -             | -             | -                      | -                      | -                     | -              | -             | 9,600                  | 9,600         | 9,600         |
| 872.000      | Interest Expense              | -             | -             | -                      | -                      | -                     | -              | -             | 2,100                  | 2,100         | 2,100         |
| 972.000      | Sundry                        | 637           | 1,239         | 149                    | 5,000                  | -                     | 5,000          | 100           | 100                    | 100           | 100           |
| <b>TOTAL</b> |                               | <b>45,521</b> | <b>62,858</b> | <b>29,700</b>          | <b>217,374</b>         | <b>46,378</b>         | <b>263,752</b> | <b>71,153</b> | <b>80,250</b>          | <b>80,250</b> | <b>80,250</b> |



LDFA FUND



**CITY OF CHARLOTTE**  
**261 - LDFA FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                                  |                         | CASH-ON-HAND PROJECTION                      |                         |
|--|-------------------------|--|-------------------------|
| Unrestricted Net Assets @ 7/1/10                         | 1,206,536               | Cash-on-hand @ 7/1/10                        | 1,206,202               |
| + Projected 10/11 Revenues                               | 103,406                 | + Projected 10/11 Revenues                   | 103,406                 |
| - Projected 10/11 Expenditures                           | <u>(229,224)</u>        | - Projected 10/11 Expenditures               | <u>(229,224)</u>        |
| Projected Unrestricted Net Assets @ 6/30/11              | 1,080,718               | Projected Cash-on-hand @ 6/30/11             | 1,080,384               |
| + Budgeted 11/12 Revenues                                | 131,390                 | + Budgeted 11/12 Revenues                    | 131,390                 |
| - Budgeted 11/12 Expenditures                            | <u>(27,724)</u>         | - Budgeted 11/12 Expenditures                | <u>(27,724)</u>         |
| <b>Projected Unrestricted Net Assets @ 6/30/12</b>       | <b>1,184,384</b>        | <b>Projected Cash-on-hand @ 6/30/12</b>      | <b>1,184,050</b>        |
| Reserved Fund Balance - MEDC debt obligation             | <u>(75,960)</u>         | Reserved Fund Balance - MEDC debt obligation | <u>(75,960)</u>         |
| <b>Total Projected Unrestricted Net Assets @ 6/30/12</b> | <b><u>1,108,424</u></b> | <b>Available Cash-on-hand @ 6/30/12</b>      | <b><u>1,108,090</u></b> |



**CITY OF CHARLOTTE**  
**261 - LDFA FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

| Program                            |  | ACTUAL   |          |                        | FY 2010/2011           |                       |         | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|------------------------------------|--|----------|----------|------------------------|------------------------|-----------------------|---------|----------|------------------------|-----------------|-----------------|
|                                    |  | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL   | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| TOTAL REVENUES                     |  | 137,608  | 113,427  | 1,943                  | 1,528                  | 101,878               | 103,406 | 101,500  | 131,390                | 131,390         | 131,390         |
| TOTAL EXPENDITURES                 |  |          |          |                        |                        |                       |         |          |                        |                 |                 |
| 800 - ECONOMIC DEVELOPMENT         |  | 23,104   | 20,433   | 5,250                  | 5,000                  | 206,350               | 211,350 | 362,350  | 9,850                  | 9,850           | 9,850           |
| 999 - CONTRIBUTIONS TO OTHER FUNDS |  | -        | 17,874   | -                      | 8,937                  | 8,937                 | 17,874  | -        | 17,874                 | 17,874          | 17,874          |
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**CITY OF CHARLOTTE**  
**261 - LDFA FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Explanation            | ACTUAL         |                | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                 |                 |
|--------------|------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|-----------------|-----------------|
|              |                        | FY 08/09       | FY 09/10       | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 411.000      | Current Tax Collection | 117,599        | 110,370        | -                      | -                      | 100,406               | 100,406        | 97,500         | 110,000                | 110,000         | 110,000         |
| 501.000      | Interest Income        | 20,009         | 3,057          | 1,943                  | 1,528                  | 1,472                 | 3,000          | 4,000          | -                      | -               | -               |
| 596.000      | Sundry Revenue         | -              | -              | -                      | -                      | -                     | -              | -              | -                      | -               | -               |
| 607.000      | Loan Repayment         | -              | -              | -                      | -                      | -                     | -              | -              | 21,390                 | 21,390          | 21,390          |
| <b>TOTAL</b> |                        | <b>137,608</b> | <b>113,427</b> | <b>1,943</b>           | <b>1,528</b>           | <b>101,878</b>        | <b>103,406</b> | <b>101,500</b> | <b>131,390</b>         | <b>131,390</b>  | <b>131,390</b>  |



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| <p><b>FUND 261 – LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)</b><br/><b>DEPARTMENT 800 – ECONOMIC DEVELOPMENT</b></p> |
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**DEPARTMENT FUNCTION**

The Combs Industrial park was designated as a Local Development Finance Authority by City resolution in 1988. An LDFA permits the capture of property taxes within its districts for the purpose of funding capital improvements aimed at retaining or attracting industries in the park. The taxes collected within the LDFA will only be in the amount representing the increase in taxable value above the base year (1987) value. LDFA funds may serve as possible matching funds for infrastructure grants, or upon pending revisions in state law, as a means of securing property acquisition and to undertake those select projects outside the LDFA district that substantially benefit properties within the district.

**BUDGET SUMMARY**

**Personnel**

There are no personnel solely associated with this fund, although its administration is generally the responsibility of the Community Development Director.

**Goals and Objectives**

Develop and maintain high-quality municipal infrastructure and to promote industrial development

Develop public park space within the wooded area preserved for such development by Sam Combs.

Maintain the appearance of public areas within the park.



**OPERATING NEEDS**

The LDFA provides the City of Charlotte with a funding mechanism for making capital improvements to the Combs Industrial park. LDFA Funds may be used separately as funds for improvements such as roads, water and sewer mains, or they may be leveraged as matching funds for greater State or Federal grants.

This year's budget includes \$5,000 to support the Can Do! community marketing campaign, this is the fifth year the LDFA has made this contribution.

**Professional Services**

Attorney & Consulting..... \$1,000

**Contractual Services**

Marketing partnership ..... \$5,000

Grass Cutting ..... 3,500

Total \$8,500



**CITY OF CHARLOTTE**  
**261 - LDFA FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**800 - ECONOMIC DEVELOPMENT**

| Account Code | Explanation               | ACTUAL        |               | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                 |                 |
|--------------|---------------------------|---------------|---------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|-----------------|-----------------|
|              |                           | FY 08/09      | FY 09/10      | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 735.000      | Dues & Subscriptions      | 230           | 250           | 250                    | -                      | 250                   | 250            | 250            | 250                    | 250             | 250             |
| 746.000      | Professional Services     | -             | 383           | -                      | -                      | 1,000                 | 1,000          | 1,000          | 1,000                  | 1,000           | 1,000           |
| 749.000      | Contractual Services      | 5,000         | 5,000         | 5,000                  | 5,000                  | -                     | 5,000          | 5,000          | 8,500                  | 8,500           | 8,500           |
| 858.101      | Loan to General Fund      | -             | -             | -                      | -                      | 100,000               | 100,000        | -              | -                      | -               | -               |
| 858.260      | Loan to DDA               | -             | -             | -                      | -                      | 105,000               | 105,000        | -              | -                      | -               | -               |
| 862.000      | Cap. Outlay- Improvements | -             | 14,800        | -                      | -                      | -                     | -              | 356,000        | -                      | -               | -               |
| 871.000      | Principal                 | 17,874        | -             | -                      | -                      | -                     | -              | -              | -                      | -               | -               |
| 972.000      | Sundry                    | -             | -             | -                      | -                      | 100                   | 100            | 100            | 100                    | 100             | 100             |
| <b>TOTAL</b> |                           | <b>23,104</b> | <b>20,433</b> | <b>5,250</b>           | <b>5,000</b>           | <b>206,350</b>        | <b>211,350</b> | <b>362,350</b> | <b>9,850</b>           | <b>9,850</b>    | <b>9,850</b>    |



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| <p style="text-align: center;"><b>FUND 261 – LDFA FUND</b><br/><b>DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS</b></p> |
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**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

The city received a loan from the State of Michigan Community Development Block Grant program in 2001 for the extension of sewer utilities within Combs Industrial Park. The original amount of the loan was \$229,229. The amount required to pay the FY 11/12 debt obligation is \$17,874. As a general obligation of the City, repayment of this loan is recorded in the Community Development department of the General Fund. The LDFA Fund, however, is responsible for funding 100% of this obligation through a contribution to the General Fund.

**OPERATIONAL NEEDS**

**Contribution to Other Funds**

Contribution to General Fund ..... \$17,874



|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>261 - LDFA FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|

**999 - CONTRIBUTIONS TO OTHER FUNDS**[illegible]



ECONOMIC DEVELOPMENT FUND



**CITY OF CHARLOTTE**  
**270 - ECONOMIC DEVELOPMENT FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                      | CASH-ON-HAND PROJECTION                 |                      |
|--|----------------------|---|----------------------|
| Unreserved Fund Balance @ 7/1/10                   | 125,891              | Cash-on-hand @ 7/1/10                   | 127,685              |
| + Projected 10/11 Revenues                         | 270                  | + Projected 10/11 Revenues              | 270                  |
| - Projected 10/11 Expenditures                     | <u>(49,981)</u>      | - Projected 10/11 Expenditures          | <u>(49,981)</u>      |
| Projected Unreserved Fund Balance @ 6/30/11        | 76,180               | Projected Cash-on-hand @ 6/30/11        | 77,974               |
| + Budgeted 11/12 Revenues                          | -                    | + Budgeted 11/12 Revenues               | -                    |
| - Budgeted 11/12 Expenditures                      | <u>(52,865)</u>      | - Budgeted 11/12 Expenditures           | <u>(52,865)</u>      |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>23,315</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>25,109</u></b> |



|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>270 - ECONOMIC DEVELOPMENT FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|

[illegible]



**CITY OF CHARLOTTE**  
**270 - ECONOMIC DEVELOPMENT FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account<br>Code | Explanation                 | ACTUAL       |            | FY 2010/2011           |                        |                       |            | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|-----------------------------|--------------|------------|------------------------|------------------------|-----------------------|------------|----------|------------------------|-----------------|-----------------|
|                 |                             | FY 08/09     | FY 09/10   | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL      | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 437.002         | State Aid                   | -            | -          | -                      | -                      | -                     | -          | -        | -                      | -               | -               |
| 492.000         | Sale of Land                | -            | -          | -                      | -                      | -                     | -          | -        | -                      | -               | -               |
| 501.000         | Interest Income             | 3,166        | 337        | 267                    | 135                    | 135                   | 270        | -        | -                      | -               | -               |
| 594.000         | Gain/Loss on Sale of Assets | -            | -          | -                      | -                      | -                     | -          | -        | -                      | -               | -               |
| 596.000         | Sundry Revenue              | -            | -          | -                      | -                      | -                     | -          | -        | -                      | -               | -               |
| <b>TOTAL</b>    |                             | <b>3,166</b> | <b>337</b> | <b>267</b>             | <b>135</b>             | <b>135</b>            | <b>270</b> | <b>-</b> | <b>-</b>               | <b>-</b>        | <b>-</b>        |



## **FUND 270 – ECONOMIC DEVELOPMENT FUND**

### **DEPARTMENT 800 – ECONOMIC DEVELOPMENT**

#### **DEPARTMENT FUNCTION**

This fund was initially created to account for funds used to develop the Combs Industrial Park. In January 1985, Sam and Louise Combs donated 189 acres of land to the City of Charlotte for the expressed purpose of facilitating development within the park. The Economic Development Fund is funded primarily by the sale of property within the park and by State and Federal Grants.

Combs Industrial Park was formally recognized as a Certified Industrial Park by the Michigan Economic Developers Association in 1999 and must adhere to exacting standards to sustain its certification. It has since been recertified as a Michigan Certified Business Park, and the protective covenants remain in place. The park was recertified 2006 and again in 2010 – it must be inspected and recertified every three years..

#### **BUDGET SUMMARY**

The City of Charlotte, being the developer of the park, is responsible to build the roads, drainage, and water and sewer mains within the park. The City is also responsible to maintain the public right-of-way as well as monitor and manage development within the parks.

With the hope of continuing to encourage healthy industrial growth, the City must invest funds and energy to maintain a commitment to the Combs Industrial Park. Anticipated industrial growth activities for the year 2012 include continued marketing of the park, and a continued partnership with CB Richard Ellis/Martin.



### Personnel

The administration of this fund is primarily the responsibility of the Community Development Director and 50 percent of his salary and fringe benefits are accounted for here.

### Goals and Objectives

Market the Industrial Park on a regional, national, and international scale with the cooperation and collaboration of the appropriate local, regional and state economic development agencies and organizations.

Maintain well-landscaped public Right of Way

Continue to administer tax abatement policy and industrial development covenants



**OPERATING NEEDS**

Generally, this budget represents continued efforts to ensure that Combs Industrial Park is a viable place to do business and an attractive place to start a business. This includes mowing the grass in public areas, planting trees in designated areas, as well as continued work to enhance the marketability of the park.

**Professional Services**

**Contractual Services**

Surveys, Mapping, Legal ..... \$1,500

Grass Cutting ..... \$3,500



**CITY OF CHARLOTTE**  
**270 - ECONOMIC DEVELOPMENT FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**800 - ECONOMIC DEVELOPMENT**

| Account Code | Explanation                   | ACTUAL        |               | FY 2010/2011           |                        |                       |               | BUDGETED      | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|---------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL         | FY 10/11      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 703.000      | Administrative Salaries       | 29,497        | 30,270        | 15,077                 | 16,237                 | 13,913                | 30,150        | 30,150        | 30,150                 | 30,150          | 30,150          |
| 711.000      | Longevity                     | 587           | 603           | 603                    | -                      | -                     | -             | 750           | -                      | -               | -               |
| 714.000      | Unused Sick & Vacation Leave  | 689           | -             | -                      | 68                     | 57                    | 125           | 125           | -                      | -               | -               |
| 721.000      | FICA/Medicare - City Share    | 2,230         | 2,236         | 1,113                  | 1,196                  | 1,069                 | 2,265         | 2,375         | 2,315                  | 2,315           | 2,315           |
| 723.000      | Vision Care                   | 148           | 186           | 60                     | (8)                    | 163                   | 155           | 165           | 150                    | 150             | 150             |
| 724.000      | Life, Work Comp, Unemployment | 271           | 503           | 55                     | 5                      | 460                   | 465           | 465           | 1,500                  | 1,500           | 1,500           |
| 725.604      | Dental & Health Benefits      | 6,886         | 7,325         | 3,641                  | 3,705                  | 3,795                 | 7,500         | 6,100         | 7,550                  | 7,550           | 7,550           |
| 728.000      | Retirement Plans (City Share) | 3,537         | 4,052         | 1,969                  | 2,100                  | 2,100                 | 4,200         | 3,090         | 5,100                  | 5,100           | 3,050           |
| 728.001      | Retirement Health Savings     | -             | -             | -                      | 613                    | -                     | 613           | -             | -                      | -               | -               |
| 731.000      | Materials & Supplies          | -             | 8             | 8                      | 8                      | 150                   | 158           | 250           | 250                    | 250             | 250             |
| 735.000      | Dues & Subscriptions          | 250           | -             | -                      | 250                    | -                     | 250           | 250           | 250                    | 250             | 250             |
| 746.000      | Professional Services         | -             | -             | -                      | -                      | -                     | -             | 1,500         | 1,500                  | 1,500           | 1,500           |
| 748.000      | Conferences & Training        | -             | 80            | -                      | -                      | 500                   | 500           | 500           | 500                    | 500             | 500             |
| 749.000      | Contractual Services          | 1,882         | 1,220         | 835                    | 1,003                  | 2,497                 | 3,500         | 5,000         | 3,500                  | 3,500           | 3,500           |
| 851.000      | MVP Equipment Rental          | -             | 67            | -                      | -                      | -                     | -             | -             | -                      | -               | -               |
| 972.000      | Sundry                        | -             | -             | -                      | -                      | 100                   | 100           | 100           | 100                    | 100             | 100             |
| <b>TOTAL</b> |                               | <b>45,977</b> | <b>46,550</b> | <b>23,361</b>          | <b>25,177</b>          | <b>24,804</b>         | <b>49,981</b> | <b>50,820</b> | <b>52,865</b>          | <b>52,865</b>   | <b>50,815</b>   |



AIRPORT FUND



**CITY OF CHARLOTTE**  
**280 - AIRPORT FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                  | CASH-ON-HAND PROJECTION                 |                  |
|--|------------------|---|------------------|
| Unreserved Fund Balance @ 7/1/10                   | 14,123           | Cash-on-hand @ 7/1/10                   | 13,000           |
| + Projected 10/11 Revenues                         | 112,513          | + Projected 10/11 Revenues              | 112,513          |
| - Projected 10/11 Expenditures                     | <u>(121,192)</u> | - Projected 10/11 Expenditures          | <u>(121,192)</u> |
| Projected Unreserved Fund Balance @ 6/30/11        | 5,444            | Projected Cash-on-hand @ 6/30/11        | 4,321            |
| + Budgeted 11/12 Revenues                          | 138,250          | + Budgeted 11/12 Revenues               | 138,250          |
| - Budgeted 11/12 Expenditures                      | <u>(138,250)</u> | - Budgeted 11/12 Expenditures           | <u>(138,250)</u> |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b>5,444</b>     | <b>Projected Cash-on-hand @ 6/30/12</b> | <b>4,321</b>     |



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>280 - AIRPORT FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

[illegible]



**CITY OF CHARLOTTE**  
**280 - AIRPORT FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Explanation                    | ACTUAL        |                | FY 2010/2011           |                        |                       |                | BUDGETED       | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------------|---------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------|------------------------|-----------------|-----------------|
|              |                                | FY 08/09      | FY 09/10       | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          | FY 10/11       | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 444.000      | Airport Hangar Rent            | 16,070        | 20,300         | 12,210                 | 4,515                  | 16,485                | 21,000         | 21,000         | 21,000                 | 21,000          | 21,000          |
| 501.000      | Interest Income                | -             | 7              | 7                      | -                      | -                     | -              | -              | -                      | -               | -               |
| 592.000      | Fuel Sales                     | -             | 54,117         | 31,055                 | 33,032                 | 26,968                | 60,000         | 50,000         | 62,000                 | 62,000          | 62,000          |
| 593.000      | Rent Earned - City Property    | 10,625        | -              | -                      | -                      | 1,513                 | 1,513          | 10,500         | 1,000                  | 1,000           | 1,000           |
| 596.000      | Sundry Revenue                 | -             | 89             | 90                     | -                      | -                     | -              | -              | -                      | -               | -               |
| 605.101      | Contribution From General Fund | -             | 65,422         | 10,311                 | 15,000                 | 15,000                | 30,000         | 30,000         | 62,000                 | 54,250          | 54,250          |
| <b>TOTAL</b> |                                | <b>26,695</b> | <b>139,935</b> | <b>53,673</b>          | <b>52,547</b>          | <b>59,966</b>         | <b>112,513</b> | <b>111,500</b> | <b>146,000</b>         | <b>138,250</b>  | <b>138,250</b>  |



## **FUND 280 – GENERAL FUND**

### **DEPARTMENT 830 – AIRPORT**

#### **DEPARTMENT FUNCTION**

The Fitch H. Beach Municipal Airport property was donated to the City by Mr. Fitch H. Beach in 1944 and has provided aviation services to the area ever since. As a local General Aviation airport, it serves the community and region as part of the federal, state and local transportation network.

The City of Charlotte provides both outside and enclosed hangar storage for a variety of aircraft, as well as fuel sales at the airfield. The city also provides terminal and hangar space for a Fixed Base Operation

that provides aircraft maintenance services, aircraft rental and flight training.

Beach Airport is used by hobby fliers, as well as private business and commercial pilots and their aircraft. It is also a focal point of the Celebrate Charlotte Festival with hot air balloon activities, the Lions Club Pancake Breakfast and Father's Day Fly-In are located there each June.

#### **BUDGET SUMMARY**

##### **Goals and Objectives**

Provide safe facilities and service to the flying community.

Enhance revenue paid to the City for hangar/land leases and property taxes to help offset airport expenditures.

Continue to explore ways for more community and county wide financial participation in support of the airport.

Create a professional environment for a Fixed Base Operation through rehabilitation of the facility as needed.



**OPERATING NEEDS**

**Professional Services**

|   |                        |
|---|------------------------|
| Airport Manager.....                          | \$10,000               |
| Plumbing, heating, & electrical Repairs ..... | 1,500                  |
| Mead & Hunt .....                             | <u>500</u>             |
| Total   | <u><u>\$12,000</u></u> |

**Contractual Services**

|                                      |            |
|--------------------------------------|------------|
| Grass Cutting .....                  | \$7,300    |
| AWOS – Operations & Maintenance..... | 5,000      |
| Weed Control .....                   | 1,500      |
| Solid Waste Disposal .....           | 900        |
| Pest Control.....                    | 275        |
| Annual Backflow Certification .....  | <u>125</u> |

**Capital Outlay – Improvements**

|   |          |
|---|----------|
| T-Hangar construction project (local share) ..... | \$14,000 |
|---|----------|

Total \$15,100



|  |  |
|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>280 - AIRPORT FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |
|--|--|

**830 - AIRPORT**[illegible]



FEDERAL & STATE GRANTS



**CITY OF CHARLOTTE**  
**290 - FEDERAL & STATE GRANTS FUND**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                    | CASH-ON-HAND PROJECTION                 |                    |
|--|--------------------|---|--------------------|
| Unreserved Fund Balance @ 7/1/10                   | -                  | Cash-on-hand @ 7/1/10                   | -                  |
| + Projected 10/11 Revenues                         | 278,169            | + Projected 10/11 Revenues              | 278,169            |
| - Projected 10/11 Expenditures                     | <u>(278,169)</u>   | - Projected 10/11 Expenditures          | <u>(278,169)</u>   |
| Projected Unreserved Fund Balance @ 6/30/11        | -                  | Projected Cash-on-hand @ 6/30/11        | -                  |
| + Budgeted 11/12 Revenues                          | 1,120,000          | + Budgeted 11/12 Revenues               | 1,120,000          |
| - Budgeted 11/12 Expenditures                      | <u>(1,120,000)</u> | - Budgeted 11/12 Expenditures           | <u>(1,120,000)</u> |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>-</u></b>    | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>-</u></b>    |



|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>290 - FEDERAL &amp; STATE GRANTS FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|

[illegible]



**CITY OF CHARLOTTE**  
**290 - FEDERAL & STATE GRANTS FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Explanation         | ACTUAL        |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                  |                  |
|--------------|---------------------|---------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|------------------|------------------|
|              |                     | FY 08/09      | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| 437.006      | State Grant - MSHDA | 66,947        | 56,589         | 18,955                 | 78,169                 | 200,000               | 278,169        | -                    | -                      | -                | -                |
| 439.006      | Brownfield Grant    | -             | 226,472        | -                      | -                      | -                     | -              | -                    | -                      | -                | -                |
| 439.007      | CDBG                | -             | -              | -                      | -                      | -                     | -              | -                    | 1,120,000              | 1,120,000        | 1,120,000        |
| 501.000      | Interest Income     | 310           | -              | -                      | -                      | -                     | -              | -                    | -                      | -                | -                |
| <b>TOTAL</b> |                     | <b>67,257</b> | <b>283,061</b> | <b>18,955</b>          | <b>78,169</b>          | <b>200,000</b>        | <b>278,169</b> | <b>-</b>             | <b>1,120,000</b>       | <b>1,120,000</b> | <b>1,120,000</b> |



|   |
|---|
| <p><b>FUND 290 – FEDERAL &amp; STATE GRANTS</b><br/><b>DEPARTMENT 880.001 – MSHDA GRANT</b></p> |
|---|

**DEPARTMENT FUNCTION**

The function of this department is to account for funds expended under the city's Michigan State Housing Development Authority-funded housing grant programs. These programs are intended to provide funds for the improvement of individual residential units in the community. The city is the grantee of these potential programs, however they are administered by the Eaton County Housing Department on the city's behalf.

**BUDGET SUMMARY**

The city's Rental Rehabilitation Grant Program ended early in FY2010-11 and its Targeted Neighborhood Homeowner Rehabilitation program is scheduled to end on June 30, 2011. It is likely the city would re-apply for funding for one of these two programs in the spring of 2012 with funding coming available during FY2012-13.



**CITY OF CHARLOTTE**  
**290 - FEDERAL & STATE GRANTS FUND**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**880.001 - MSHDA Grant**

| Account<br>Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br><br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|----------------|--------------------------|------------------------|-----------------|-----------------|
|                 |                               | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                          | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 862.000         | Capital Outlay - Improvements | 66,947        | 56,589        | 18,955                 | 78,169                 | 200,000               | 278,169        | -                        | -                      | -               | -               |
| 972.000         | Sundry                        | -             | -             | -                      | -                      | -                     | -              | -                        | -                      | -               | -               |
| <b>TOTAL</b>    |                               | <b>66,947</b> | <b>56,589</b> | <b>18,955</b>          | <b>78,169</b>          | <b>200,000</b>        | <b>278,169</b> | <b>-</b>                 | <b>-</b>               | <b>-</b>        | <b>-</b>        |



|  |
|--|
| <p style="text-align: center;"><b>FUND 290 – FEDERAL &amp; STATE GRANTS</b><br/><b>DEPARTMENT 890.002 – COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)</b></p> |
|--|

**DEPARTMENT FUNCTION**

The function of this department is to account for funds the city gains access to under the federal Community Development Block Grant program.

**BUDGET SUMMARY**

It is anticipated that a Community Development Block Grant will be awarded in the amount of \$1,120,000 in support of a planned expansion of Spartan Motors here in Charlotte. This grant would help the company purchase machinery and equipment, however, the city itself is the official applicant of this grant.

**OPERATING NEEDS**

**Capital Outlay – Equipment**

Machinery & Equipment..... \$1,200,000



|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>290 - FEDERAL &amp; STATE GRANTS FUND</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|

**890.002 - CDBG**

[illegible]



**BUILDING AUTHORITY BONDS 2001**



**CITY OF CHARLOTTE**  
**311 - BUILDING AUTHORITY BONDS 2001**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                 | CASH-ON-HAND PROJECTION                 |                 |
|--|-----------------|---|-----------------|
| Unreserved Fund Balance @ 7/1/10                   | 2,277           | Cash-on-hand @ 7/1/10                   | 2,277           |
| + Projected 10/11 Revenues                         | 67,545          | + Projected 10/11 Revenues              | 67,545          |
| - Projected 10/11 Expenditures                     | <u>(67,545)</u> | - Projected 10/11 Expenditures          | <u>(67,545)</u> |
| Projected Unreserved Fund Balance @ 6/30/11        | 2,277           | Projected Cash-on-hand @ 6/30/11        | 2,277           |
| + Budgeted 11/12 Revenues                          | 67,968          | + Budgeted 11/12 Revenues               | 67,968          |
| - Budgeted 11/12 Expenditures                      | <u>(70,245)</u> | - Budgeted 11/12 Expenditures           | <u>(70,245)</u> |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>-</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>-</u></b> |



**CITY OF CHARLOTTE**  
**311 - BUILDING AUTHORITY BONDS 2001**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

[illegible]



**CITY OF CHARLOTTE**  
**311 - BUILDING AUTHORITY BONDS 2001**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

## REVENUES

[illegible]



|   |
|---|
| <p><b>FUND 311 – BUILDING AUTHORITY BONDS 2001</b><br/><b>DEPARTMENT 826 – DEBT SERVICE</b></p> |
|---|

**DEPARTMENT FUNCTION**

This Fund serves as the debt fund for payment of the 2001 Building Authority Bonds issued to cover \$735,000 of Construction Costs of a new DPW facility and renovations to the existing structure.

Each year, this fund receives operating transfers from the Water & Sewer Fund and General Fund to cover the annual debt payments and paying agent fees.

**BUDGET SUMMARY**

The amount required to pay the fiscal year's debt obligation is \$67,545. The General Fund is responsible for 67% of this amount. The Water & Sewer Fund will fund the remaining 33%.

**Operating Transfers**

|                              |                 |
|------------------------------|-----------------|
| From General Fund.....       | \$47,064        |
| From Water & Sewer Fund..... | <u>23,181</u>   |
| Total                        | <u>\$70,245</u> |



**CITY OF CHARLOTTE**  
**311 - BUILDING AUTHORITY BONDS 2001**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

## 826 - DEBT SERVICE

[illegible]



# MICHIGAN TRANSPORTATION BONDS 2001



**CITY OF CHARLOTTE**  
**312 - MICHIGAN TRANSPORTATION BONDS 2001**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                 | CASH-ON-HAND PROJECTION                 |                 |
|--|-----------------|---|-----------------|
| Unreserved Fund Balance @ 7/1/10                   | 83              | Cash-on-hand @ 7/1/10                   | 83              |
| + Projected 10/11 Revenues                         | 76,380          | + Projected 10/11 Revenues              | 76,380          |
| - Projected 10/11 Expenditures                     | <u>(76,380)</u> | - Projected 10/11 Expenditures          | <u>(76,380)</u> |
| Projected Unreserved Fund Balance @ 6/30/11        | 83              | Projected Cash-on-hand @ 6/30/11        | 83              |
| + Budgeted 11/12 Revenues                          | 73,630          | + Budgeted 11/12 Revenues               | 73,630          |
| - Budgeted 11/12 Expenditures                      | <u>(73,713)</u> | - Budgeted 11/12 Expenditures           | <u>(73,713)</u> |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>-</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>-</u></b> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>312 - MICHIGAN TRANSPORTATION BONDS 2001</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
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## REVENUE/EXPENDITURE SUMMARY

[illegible]



**CITY OF CHARLOTTE**  
**312 - MICHIGAN TRANSPORTATION BONDS 2001**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Explanation                    | ACTUAL   |          |                        | FY 2010/2011           |                       |        | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------|------------------------|-----------------|-----------------|
|              |                                | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 605.202      | Contribution from Major Street | 42,651   | 44,325   | 22,164                 | 22,914                 | 22,914                | 45,828 | 45,828   | 44,145                 | 44,145          | 44,145          |
| 605.203      | Contribution from Local Street | 28,434   | 29,550   | 14,778                 | 15,276                 | 15,276                | 30,552 | 30,552   | 29,485                 | 29,485          | 29,485          |
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| <p><b>FUND 312 – MICHIGAN TRANSPORTATION BONDS 2001</b><br/><b>DEPARTMENT 826 – DEBT SERVICE</b></p> |
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**DEPARTMENT FUNCTION**

This Fund serves as the debt fund for payment of the 2001 Michigan Transportation Bonds issued to cover \$775,000 of construction costs for street re-surfacing.

Each year, this fund receives operating transfers from the Major Street Fund and Local Street Fund to cover the annual debt payments and paying agent fees.

**BUDGET SUMMARY**

The amount required to pay the fiscal year's debt obligation and associated fees is \$76,380. The Major Street Fund is responsible for 60% of this amount. The Local Street Fund will transfer the remaining 40%.

**Operating Transfers**

|                              |                 |
|------------------------------|-----------------|
| From Major Street Fund.....  | \$44,145        |
| From Local Street Fund. .... | <u>29,485</u>   |
| Total                        | <u>\$73,630</u> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>312 - MICHIGAN TRANSPORTATION BONDS 2001</b><br/> <b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b> </p> |  |
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## 826 - DEBT SERVICE

[illegible]



**FACILITY BLDG & SITE BONDS 2008**



**CITY OF CHARLOTTE**  
**330 - 2008 FACILITY BUILDING & SITE BONDS**  
**FUND BALANCE & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| FUND BALANCE PROJECTION                            |                      | CASH-ON-HAND PROJECTION                 |                      |
|--|----------------------|---|----------------------|
| Unreserved Fund Balance @ 7/1/10                   | 38,626               | Cash-on-hand @ 7/1/10                   | 38,626               |
| + Projected 10/11 Revenues                         | 187,826              | + Projected 10/11 Revenues              | 187,826              |
| - Projected 10/11 Expenditures                     | <u>(188,056)</u>     | - Projected 10/11 Expenditures          | <u>(188,056)</u>     |
| Projected Unreserved Fund Balance @ 6/30/11        | 38,396               | Projected Cash-on-hand @ 6/30/11        | 38,396               |
| + Budgeted 11/12 Revenues                          | 180,000              | + Budgeted 11/12 Revenues               | 180,000              |
| - Budgeted 11/12 Expenditures                      | <u>(195,400)</u>     | - Budgeted 11/12 Expenditures           | <u>(195,400)</u>     |
| <b>Projected Unreserved Fund Balance @ 6/30/12</b> | <b><u>22,996</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>22,996</u></b> |



**CITY OF CHARLOTTE**  
**330 - 2008 FACILITY BUILDING & SITE BONDS**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**REVENUE/EXPENDITURE SUMMARY**[illegible]



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|---|--|
| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>330 - 2008 FACILITY BUILDING &amp; SITE BONDS</b></p> <p align="center"><b>REVENUE/EXPENDITURE SUMMARY FY 2011/2012</b></p> |  |
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## REVENUES

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| <p><b>FUND 330 – 2008 FACILITY BUILDING &amp; SITE BONDS</b><br/><b>DEPARTMENT 826 – DEBT SERVICE</b></p> |
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**DEPARTMENT FUNCTION**

This fund serves as the debt fund for payment of the 2008 Facility Building & Site Bonds issued to cover \$3,000,000 of construction costs for the west side fire station construction and city hall improvements.

This fund receives property tax revenue from a voter approved debt millage which covers the annual debt payments and paying agent fees.

**BUDGET SUMMARY**

The amount required to pay the 11/12 fiscal year's debt obligation and associated fees is \$195,400.



RECYCLING FUND



**CITY OF CHARLOTTE**  
**330 - 2008 FACILITY BUILDING & SITE BONDS**  
**REVENUE/EXPENDITURE SUMMARY FY 2011/2012**

**826 - DEBT SERVICE**

| Account Code | Explanation       | ACTUAL   |          |                        | FY 2010/2011           |                       |         | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------|----------|----------|------------------------|------------------------|-----------------------|---------|----------|------------------------|-----------------|-----------------|
|              |                   | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL   | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 871.000      | Principal         | 20,000   | 55,000   | -                      | -                      | 65,000                | 65,000  | 65,000   | 75,000                 | 75,000          | 75,000          |
| 872.000      | Interest Expense  | 108,463  | 124,325  | 62,163                 | 61,028                 | 61,028                | 122,056 | 122,056  | 119,400                | 119,400         | 119,400         |
| 873.000      | Paying Agent Fees | 1,000    | 500      | -                      | -                      | 1,000                 | 1,000   | 1,000    | 1,000                  | 1,000           | 1,000           |
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**CITY OF CHARLOTTE**  
**500 - RECYCLING FUND**  
**RETAINED EARNINGS & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| RETAINED EARNINGS PROJECTION                       |                         | CASH-ON-HAND PROJECTION                 |                         |
|--|-------------------------|---|-------------------------|
| Unrestricted Net Assets @ 7/1/10                   | \$ 52,726               | Cash-on-hand @ 7/1/10                   | \$ 53,014               |
| + Projected 10/11 Revenues                         | 65,214                  | + Projected 10/11 Revenues              | 65,214                  |
| - Projected 10/11 Expenditures                     | <u>(93,698)</u>         | - Projected 10/11 Expenditures          | <u>(93,698)</u>         |
| Projected Unrestricted Net Assets @ 6/30/11        | 24,242                  | Projected Cash-on-hand @ 6/30/11        | 24,530                  |
| + Budgeted 11/12 Revenues                          | 67,700                  | + Budgeted 11/12 Revenues               | 67,700                  |
| - Budgeted 11/12 Expenditures                      | <u>(75,860)</u>         | - Budgeted 11/12 Expenditures           | <u>(75,860)</u>         |
| <b>Projected Unrestricted Net Assets @ 6/30/12</b> | <b><u>\$ 16,082</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>\$ 16,370</u></b> |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>500 - RECYCLING FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>500 - RECYCLING FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |
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## REVENUES

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| <p style="text-align: center;"><b>FUND 500 – RECYCLING FUND</b><br/><b>DEPARTMENT 841 – HALL STREET RECYCLING CENTER</b></p> |
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**DEPARTMENT FUNCTION**

This fund provides for the continuance of a recycling drop off center at Hall Street for the City of Charlotte and Eaton, Carmel, Chester, and Benton Townships. The Charlotte Area Recycling Authority, CARA provides a recycling alternative for the Charlotte area residents and businesses by coordinating acceptable recyclables with reliable markets. CARA provides educational opportunities through use of flyers, on-site instruction and demonstrations.

The center is open Saturdays 8:30 am to noon, and Tuesdays 10:00 am - Noon, and Tuesdays 2:00 pm - 6:00 pm for the convenience of its users. The Recycling center is staffed by a maximum of five part-time City employees.



## **BUDGET SUMMARY**

CARA's purpose is to provide a recycling alternative for the residents and businesses of the Charlotte Area by coordinating acceptable recyclables with reliable markets. The recycling center focuses on materials, which cannot be conveniently recycled elsewhere in the community. The Eaton County Solid Waste Alternatives Grant Program, operated through the Eaton County Resource Recovery, currently funds certain aspects of our program to help assure its continuance. Approved funds are to be spent within the County's fiscal year of October 1<sup>st</sup> to September 30<sup>th</sup>.

This budget provides for a maximum of four part-time employees as follows:

1 coordinator at \$12.00/hr.; based on an average of 15 hours per week.  
1 lead worker at \$10.00/hr.; based on 12 hours per week.  
3 recycling worker at \$8.00/hr.; based on 12 hours per week  
2 recycling workers at \$7.40/hr.; based on 4 hours per week

This budget also provides for 1 deputy and 6 inmates one-half day per week at a rate of \$150.00. The FY 11/12 annual contractual amount is \$7,800.

These expenditures are necessary to keep pace with the increased amount of incoming recyclables within the limited time allowable while maintaining quality requirements for existing markets.

### **Goals and Objectives**

Increase the quantities of materials being recycled

Cultivate more metals - to attract larger paying markets

Continue with educational opportunities to promote waste reduction and recycling based on the needs of the community

Work on cooperative marketing with other recycling units

Pending availability of staffing extend hours of operations

Provide interaction with local schools

Encourage more local businesses to recycle

Continue improving recycling operations and efficiency



**OPERATING NEEDS**

**Contractual Services**

|                               |                 |
|-------------------------------|-----------------|
| Eaton County Corrections..... | \$7,800         |
| Solid Waste Disposal .....    | 3,100           |
| Trailer Repairs .....         | 3,000           |
| Grass Cutting .....           | <u>800</u>      |
| Total                         | <u>\$14,700</u> |

**Capital Outlay- Equipment**

|                    |         |
|--------------------|---------|
| Miscellaneous..... | \$1,000 |
|--------------------|---------|



**CITY OF CHARLOTTE**  
**500 - RECYCLING FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

**841 - HALL STREET RECYCLING CENTER**

| Account Code | Explanation                   | ACTUAL        |               | FY 2010/2011           |                        |                       |               | BUDGETED      | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|---------------|---------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL         | FY 10/11      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 1,515         | 1,629         | 1,236                  | 1,481                  | 1,219                 | 2,700         | 1,500         | 3,000                  | 3,000           | 3,000           |
| 707.000      | Part-time Staff Wages         | 23,179        | 21,713        | 11,370                 | 11,022                 | 11,000                | 22,022        | 28,600        | 33,660                 | 33,660          | 33,660          |
| 721.000      | FICA/Medicare - City Share    | 1,888         | 1,785         | 964                    | 956                    | 12,220                | 13,176        | 2,300         | 2,800                  | 2,800           | 2,800           |
| 724.000      | Life, Work Comp, Unemployment | 271           | 503           | 55                     | 5                      | 1,325                 | 1,330         | 1,330         | 1,900                  | 1,900           | 1,900           |
| 728.000      | Retirement Plans (City Share) | 153           | 166           | 125                    | 175                    | 150                   | 325           | 150           | 400                    | 400             | 400             |
| 731.000      | Materials & Supplies          | 1,534         | 2,847         | 2,134                  | 1,237                  | 1,163                 | 2,400         | 2,200         | 3,000                  | 3,000           | 3,000           |
| 745.000      | Utilities                     | 1,516         | 1,633         | 686                    | 1,146                  | 854                   | 2,000         | 2,000         | 2,000                  | 2,000           | 2,000           |
| 747.000      | Insurance & Bonds             | 3,414         | 1,579         | -                      | -                      | 3,600                 | 3,600         | 3,600         | 3,600                  | 3,600           | 3,600           |
| 749.000      | Contractual Services          | 10,184        | 15,986        | 11,107                 | 4,526                  | 5,174                 | 9,700         | 9,700         | 14,700                 | 14,700          | 14,700          |
| 851.000      | MVP Equipment Rental          | 2,526         | 2,401         | 2,039                  | 2,491                  | 800                   | 3,291         | 1,300         | 2,500                  | 2,500           | 2,500           |
| 864.000      | Capital Outlay - Equipment    | 1,728         | -             | -                      | 16,060                 | 10,000                | 26,060        | 26,000        | 1,000                  | 1,000           | 1,000           |
| 972.000      | Sundry                        | 30            | 24            | -                      | -                      | 50                    | 50            | 200           | 100                    | 100             | 100             |
| <b>TOTAL</b> |                               | <b>47,938</b> | <b>50,266</b> | <b>29,716</b>          | <b>39,099</b>          | <b>47,555</b>         | <b>86,654</b> | <b>78,880</b> | <b>68,660</b>          | <b>68,660</b>   | <b>68,660</b>   |



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| <p style="text-align: center;"><b>FUND 500 – RECYCLING FUND</b><br/><b>DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS</b></p> |
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**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

The Recycling Fund incurs a benefit from items budgeted for and charged to the General Fund. Through an agreement with CARA the Recycling Fund reimburses the General Fund for a percentage of these charges, limited to 15% of operating expenses.

**OPERATIONAL NEEDS**

**Contribution to Other Funds**

Contribution to General Fund ..... \$7,200



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>500 - RECYCLING FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

**999 - CONTRIBUTIONS TO OTHER FUNDS**

| Account Code | Explanation              | ACTUAL   |          |                        | FY 2010/2011           |                       |       | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|--------------------------|----------|----------|------------------------|------------------------|-----------------------|-------|----------|------------------------|-----------------|-----------------|
|              |                          | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 859.101      | Contrib. to General Fund | 6,850    | 7,040    | 3,522                  | 3,522                  | 3,522                 | 7,044 | 7,040    | 7,200                  | 7,200           | 7,200           |
|              |                          | 6,850    | 7,040    | 3,522                  | 3,522                  | 3,522                 | 7,044 | 7,040    | 7,200                  | 7,200           | 7,200           |



**WATER & SEWER FUND**



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**RETAINED EARNINGS & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| RETAINED EARNINGS PROJECTION          |                    | CASH-ON-HAND PROJECTION                              |                    |
|---------------------------------------|--------------------|--|--------------------|
| Net Assets @ 7/1/10                   | 11,481,083         | Total Cash-on-hand @ 7/1/10                          | 822,960            |
| + Projected 10/11 Revenues            | 3,477,853          | + Projected 10/11 Revenues                           | 3,477,853          |
| - Projected 10/11 Expenditures        | <u>(3,921,420)</u> | - Projected 10/11 Expenses                           | <u>(3,921,420)</u> |
| Projected Net Assets @ 6/30/11        | 11,037,516         | + Depreciation & Amortized Costs                     | 626,000            |
| + Budgeted 11/12 Revenues             | 3,465,900          | - Bond Restricted Cash                               | <u>(763,750)</u>   |
| - Budgeted 11/12 Expenditures         | <u>(3,711,160)</u> | Projected Unrestricted Cash-on-hand @ 6/30/11        | 241,643            |
| <b>Projected Net Assets @ 6/30/12</b> | <b>10,792,256</b>  | + Budgeted 11/12 Revenues                            | 3,465,900          |
|                                       |                    | - Budgeted 11/12 Expenses                            | <u>(3,711,160)</u> |
|                                       |                    | + Depreciation & Amortized Costs                     | <u>677,000</u>     |
|                                       |                    | <b>Projected Unrestricted Cash-on-hand @ 6/30/12</b> | <b>673,383</b>     |



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

| Program                                | ACTUAL           |                 | FY 2010/2011           |                        |                       |                  | BUDGETED         | PROJECTED FY 2011/2012 |                  |                  |
|--|------------------|-----------------|------------------------|------------------------|-----------------------|------------------|------------------|------------------------|------------------|------------------|
|  | FY 08/09         | FY 09/10        | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            | FY 10/11         | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| <b>TOTAL REVENUES</b>                  | 2,706,116        | 2,899,874       | 1,390,087              | 1,788,725              | 1,689,128             | 3,477,853        | 3,683,355        | 3,915,900              | 3,465,900        | 3,465,900        |
| <b>TOTAL EXPENDITURES</b>              |                  |                 |                        |                        |                       |                  |                  |                        |                  |                  |
| 610 - SEWER ADMINISTRATION             | 1,234,644        | 1,182,144       | 560,844                | 578,140                | 1,159,761             | 1,737,901        | 1,677,461        | 1,548,465              | 1,541,215        | 1,545,315        |
| 620 - SEWER "MISS DIG" OPERATIONS      | 18,375           | 14,754          | 7,050                  | 8,792                  | 8,160                 | 16,952           | 17,340           | 17,700                 | 17,700           | 17,700           |
| 621 - SEWER MAINTENANCE MAINS          | 73,141           | 46,218          | 22,502                 | 37,841                 | 40,873                | 78,714           | 74,330           | 69,920                 | 69,920           | 69,920           |
| 622 - SEWER MAINTENANCE SERVICES       | 32,266           | 27,974          | 14,279                 | 16,286                 | 13,272                | 29,558           | 27,120           | 29,730                 | 29,730           | 29,730           |
| 623 - DAY LIFT STATION                 | 4,458            | 2,493           | 1,252                  | 1,315                  | 1,335                 | 2,650            | 3,750            | 3,010                  | 3,010            | 3,010            |
| 624 - REYNOLDS LIFT STATION            | 4,910            | 3,655           | 1,755                  | 2,547                  | 3,778                 | 6,325            | 5,100            | 4,810                  | 4,810            | 4,810            |
| 625 - MEIJER LIFT STATION              | 4,037            | 2,081           | 1,043                  | 1,587                  | 2,695                 | 4,282            | 4,100            | 3,470                  | 3,470            | 3,470            |
| 626 - LANSING LIFT STATION             | 15,973           | 16,380          | 6,034                  | 5,408                  | 7,409                 | 12,817           | 15,580           | 15,700                 | 15,700           | 15,700           |
| 627 - BEECH LIFT STATION               | 7,172            | 5,012           | 2,054                  | 3,448                  | 3,318                 | 6,766            | 5,660            | 6,110                  | 6,110            | 6,110            |
| 628 - TIRRELL LIFT STATION             | 47,622           | 50,000          | 23,679                 | 15,911                 | 29,233                | 45,144           | 49,210           | 54,480                 | 54,480           | 54,480           |
| 629 - CHAD LIFT STATION                | 4,800            | 7,357           | 1,535                  | 6,209                  | 2,037                 | 8,246            | 4,060            | 5,870                  | 5,870            | 5,870            |
| 630 - NORTHWAY LIFT STATION            | 204              | 942             | 282                    | 1,174                  | 268                   | 1,442            | 700              | 1,180                  | 1,180            | 1,180            |
| 631 - W.W.T.P. OPERATIONS              | 434,319          | 385,353         | 187,954                | 197,002                | 268,630               | 465,632          | 497,820          | 445,770                | 445,770          | 445,770          |
| 632 - W.W.T.P. BLDG & YARD MAINTENANCE | 13,132           | 17,693          | 30,431                 | 17,660                 | 4,399                 | 22,059           | 12,960           | 38,080                 | 38,080           | 38,080           |
| 640 - WATER ADMINISTRATION             | 341,520          | 404,027         | 194,164                | 195,911                | 198,050               | 393,961          | 367,220          | 395,955                | 390,805          | 393,655          |
| 650 - WATER "MISS DIG" OPERATIONS      | 17,985           | 26,973          | 16,350                 | 8,734                  | 9,666                 | 18,400           | 17,340           | 16,740                 | 16,740           | 16,740           |
| 651 - WATER MAINTENANCE MAINS          | 56,652           | 43,373          | 24,296                 | 27,750                 | 20,165                | 47,915           | 52,530           | 57,470                 | 57,470           | 57,470           |
| 652 - WATER MAINTENANCE SERVICES       | 52,567           | 22,333          | 13,138                 | 12,869                 | 11,318                | 24,187           | 42,850           | 30,780                 | 30,780           | 30,780           |
| 653 - WATER METER MAINTENANCE          | 8,067            | 8,274           | 1,991                  | 1,570                  | 5,437                 | 7,007            | 7,430            | 9,110                  | 9,110            | 9,110            |
| 654 - WATER METER READING              | 36,962           | 34,349          | 14,809                 | 20,517                 | 15,620                | 36,137           | 34,510           | 35,220                 | 35,220           | 35,220           |
| 661 - WATER PRODUCTION & OPERATION     | 210,821          | 201,859         | 156,821                | 221,326                | 167,378               | 388,704          | 357,400          | 262,230                | 262,230          | 262,230          |
| 662 - BUILDING & GROUNDS MAINTENANCE   | 2,896            | 3,674           | 3,459                  | 6,340                  | 4,669                 | 11,009           | 10,950           | 18,500                 | 18,500           | 18,500           |
| 670 - SEWER NEW MAINS                  | -                | -               | -                      | -                      | -                     | -                | -                | -                      | -                | -                |
| 671 - SEWER NEW SERVICES               | 1,454            | 4,520           | 4,372                  | 241                    | 2,092                 | 2,333            | 2,620            | 2,330                  | 2,330            | 2,330            |
| 672 - SEWER NEW EQUIPMENT              | (812)            | 8,693           | -                      | 3,214                  | -                     | 3,214            | 2,000            | 5,000                  | 5,000            | 5,000            |
| 674 - SEWER REPLACEMENT SERVICES       | 10,019           | 2,237           | 1,561                  | 8,663                  | 3,119                 | 11,782           | 7,680            | 8,810                  | 8,810            | 8,810            |
| 675 - SEWER REPLACEMENT EQUIPMENT      | 12,755           | 6,743           | 3,114                  | 15,112                 | -                     | 15,112           | 5,000            | 10,000                 | 10,000           | 10,000           |
| 676 - WATER NEW MAINS                  | -                | 34              | -                      | 53                     | 49,290                | 49,343           | 52,090           | -                      | -                | -                |
| 677 - WATER NEW SERVICES               | 1,833            | 3,925           | 413                    | 1,165                  | 785                   | 1,950            | 2,490            | 2,310                  | 2,310            | 2,310            |
| 678 - WATER NEW EQUIPMENT              | 8,437            | 2,421           | -                      | -                      | 500                   | 500              | 1,000            | 1,000                  | 1,000            | 1,000            |
| 679 - WATER NEW METERS                 | 17,435           | 765             | 233                    | 21,715                 | 2,186                 | 23,901           | 14,810           | 23,270                 | 23,270           | 23,270           |
| 680 - WATER NEW HYDRANTS               | (1,465)          | (171)           | -                      | -                      | -                     | -                | 1,770            | 1,660                  | 1,660            | 1,660            |
| 681 - WATER TOWER                      | 3,468            | 6,810           | 6,370                  | 3,805                  | -                     | 3,805            | 2,500            | 4,500                  | 4,500            | 4,500            |
| 682 - WATER REPLACEMENT MAINS          | 12,277           | 674             | 62                     | 96                     | -                     | 96               | 11,670           | 140,480                | 140,480          | 140,480          |
| 683 - WATER REPLACEMENT SERVICES       | 46,720           | 36,495          | 18,291                 | 24,338                 | 22,897                | 47,235           | 43,880           | 43,660                 | 43,660           | 43,660           |
| 684 - WATER REPLACEMENT EQUIPMENT      | -                | 336             | -                      | -                      | 300                   | 300              | 500              | 1,000                  | 1,000            | 1,000            |
| 685 - WATER REPLACEMENT HYDRANTS       | 7,941            | 2,311           | 989                    | 220                    | 2,032                 | 2,252            | 4,240            | 3,560                  | 3,560            | 3,560            |
| 686 - WELLHEAD PROTECTION              | 1,660            | 2,731           | 839                    | 608                    | 3,392                 | 4,000            | 6,000            | 5,000                  | 5,000            | 5,000            |
| 999 - CONTRIBUTIONS TO OTHER FUNDS     | 369,483          | 390,535         | 195,270                | 194,898                | 194,892               | 389,790          | 389,790          | 393,730                | 393,730          | 393,730          |
| <b>REVENUES OVER (UNDER) EXPENSES</b>  | <b>(407,612)</b> | <b>(76,103)</b> | <b>(127,149)</b>       | <b>126,260</b>         | <b>(569,827)</b>      | <b>(443,567)</b> | <b>(150,106)</b> | <b>199,290</b>         | <b>(238,310)</b> | <b>(245,260)</b> |



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

**REVENUES**

| Account Code | Explanation                    | ACTUAL           |                  | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                  | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                  |                  |
|--------------|--------------------------------|------------------|------------------|------------------------|------------------------|-----------------------|------------------|----------------------|------------------------|------------------|------------------|
|              |                                | FY 08/09         | FY 09/10         |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            |                      | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| 437.008      | State Grant - Abandoned Well   | 1,199            | 782              | 782                    | 3,063                  | -                     | 3,063            | -                    | -                      | -                | -                |
| 437.661      | State Grant - Wellhead Protect | -                | -                | -                      | -                      | -                     | -                | 3,200                | 2,500                  | 2,500            | 2,500            |
| 501.000      | Interest Income                | 13,433           | 787              | 855                    | 476                    | 524                   | 1,000            | 10,000               | 1,200                  | 1,200            | 1,200            |
| 502.000      | Assessment/Lien Interest       | -                | 865              | 865                    | -                      | -                     | -                | -                    | -                      | -                | -                |
| 551.000      | Water - Utility Billing        | 762,116          | 870,326          | 403,711                | 584,698                | 565,302               | 1,150,000        | 1,307,720            | 1,400,000              | 1,200,000        | 1,200,000        |
| 551.001      | Water Billing - Sprinkling     | 32,660           | 29,768           | 28,108                 | 43,809                 | 6,191                 | 50,000           | 35,000               | 50,000                 | 50,000           | 50,000           |
| 552.000      | Water System Equity Charge     | 2,750            | 5,450            | 900                    | 12,750                 | 950                   | 13,700           | 2,700                | 2,700                  | 2,700            | 2,700            |
| 552.001      | Water Tap Fees                 | 2,529            | 4,413            | -                      | -                      | -                     | -                | 2,500                | 2,500                  | 2,500            | 2,500            |
| 553.000      | Water - Sales to City          | 46,862           | 43,983           | 21,900                 | 21,934                 | 19,856                | 41,790           | 41,790               | 76,400                 | 76,400           | 76,400           |
| 554.000      | Water - Miscellaneous Charges  | 7,113            | 8,120            | 4,160                  | 3,880                  | 4,120                 | 8,000            | 7,000                | 7,500                  | 7,500            | 7,500            |
| 555.000      | Water - Meters Sold            | 3,690            | 2,572            | 662                    | 922                    | 2,078                 | 3,000            | 3,600                | 3,600                  | 3,600            | 3,600            |
| 556.000      | Water - Penalties & Fines      | 12,066           | 12,328           | 6,050                  | 9,151                  | 8,849                 | 18,000           | 12,500               | 18,000                 | 18,000           | 18,000           |
| 557.000      | Water - Sundry                 | 1,440            | 225              | 125                    | 1,407                  | 93                    | 1,500            | 1,200                | 1,400                  | 1,400            | 1,400            |
| 561.000      | Sewer - Utility Billing        | 1,701,377        | 1,869,829        | 901,948                | 1,042,167              | 1,057,833             | 2,100,000        | 2,194,745            | 2,300,000              | 2,050,000        | 2,050,000        |
| 562.000      | Sewer System Equity Charge     | 8,750            | 12,250           | 1,750                  | 24,050                 | 1,750                 | 25,800           | 5,400                | 5,100                  | 5,100            | 5,100            |
| 562.001      | Sewer Tap Fee                  | 129              | 1,562            | 1,562                  | -                      | -                     | -                | 1,000                | 1,000                  | 1,000            | 1,000            |
| 563.000      | Sewer - Cleanout & Augering    | 26,867           | 6,636            | 2,679                  | 4,066                  | 5,734                 | 9,800            | 27,000               | 9,000                  | 9,000            | 9,000            |
| 564.000      | Sewer - Penalties & Fines      | 26,994           | 26,983           | 12,965                 | 16,597                 | 15,403                | 32,000           | 27,000               | 32,000                 | 32,000           | 32,000           |
| 594.000      | Gain/Loss on Sale of Assets    | -                | -                | -                      | -                      | -                     | -                | -                    | -                      | -                | -                |
| 596.000      | Sundry Revenue                 | 56,141           | 2,995            | 1,065                  | 19,755                 | 445                   | 20,200           | 1,000                | 3,000                  | 3,000            | 3,000            |
|              | <b>TOTAL</b>                   | <b>2,706,116</b> | <b>2,899,874</b> | <b>1,390,087</b>       | <b>1,788,725</b>       | <b>1,689,128</b>      | <b>3,477,853</b> | <b>3,683,355</b>     | <b>3,915,900</b>       | <b>3,465,900</b> | <b>3,465,900</b> |



## **FUND 510 – WATER & SEWER FUND DEPARTMENT 610 – SEWER ADMINISTRATION**

### **DEPARTMENT FUNCTION**

The Administration department is responsible for supervisory and management making decisions for the wastewater treatment facility. Administration costs are also charged to the Water Department (Department 640), since much of the activity involves both departments.

### **BUDGET SUMMARY**

The department budget is used for expending a percentage of the salaries and fringe benefits of the administrative employees of the Department of Public Works and a percentage of the fringe benefits of the hourly employees based on actual wages expended for each work program. Other expenses of this department are all related to the support of administration, such as office supplies, postage, dues and subscriptions, printing and publishing, insurance, and conference and workshop.

The Department of Public Works Administration budget allocates a percentage of the salary based on the estimated time expended during the fiscal year for sewer administration programs are as follows:

|                                  |     |
|----------------------------------|-----|
| Director of Public Works         | 20% |
| Utility Superintendent           | 50% |
| Assistant Utility Superintendent | 80% |
| DPW Foreman                      | 25% |
| DPW Secretary                    | 35% |

The fringe benefit costs include the above personnel, 100% of WWTP hourly personnel and 23% of the DPW employees' fringe benefit costs. Said percentage of cost is based on the estimated hourly cost budgeted within Wastewater as compared to the total hourly cost budgeted in other funds.



**OPERATING NEEDS**

**Professional Services**

|                                   |                 |
|-----------------------------------|-----------------|
| Charter and SOU Changes .....     | \$5,000         |
| Facility Assessment .....         | 10,000          |
| Legal/Engineering - General ..... | <u>8,000</u>    |
| Total                             | <u>\$23,000</u> |

**Debt Service**

|  |                  |
|--|------------------|
| 2005 W&S Refunding Bonds (Principal) ..... | \$350,000        |
| 2005 W&S Refunding Bonds (Interest) .....  | <u>231,600</u>   |
| Total                                      | <u>\$581,600</u> |

**Capital Outlay – Computer Equipment**

|                     |         |
|---------------------|---------|
| Miscellaneous ..... | \$2,500 |
|---------------------|---------|



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

**610 - SEWER ADMINISTRATION**

| Account Code | Explanation                   | ACTUAL           |                  | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                  | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                  |                  |
|--------------|-------------------------------|------------------|------------------|------------------------|------------------------|-----------------------|------------------|----------------------|------------------------|------------------|------------------|
|              |                               | FY 08/09         | FY 09/10         |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL            |                      | DEPT<br>HEAD           | CITY<br>MANAGER  | CITY<br>COUNCIL  |
| 703.000      | Administrative Salaries       | 134,641          | 104,403          | 51,568                 | 56,613                 | 50,577                | 107,190          | 107,190              | 107,190                | 107,190          | 107,190          |
| 704.000      | Staff Wages                   | 9,230            | 10,728           | 5,470                  | 5,365                  | 7,295                 | 12,660           | 12,660               | 12,660                 | 12,660           | 12,660           |
| 710.000      | Compensated Absences          | 55,427           | 69,096           | 26,956                 | 45,514                 | 24,486                | 70,000           | 37,650               | 45,000                 | 45,000           | 45,000           |
| 711.000      | Longevity                     | 7,965            | 7,578            | 7,578                  | 8,493                  | -                     | 8,493            | 9,500                | 11,200                 | 11,200           | 11,200           |
| 714.000      | Unused Sick & Vacation Leave  | 3,459            | 1,995            | -                      | 273                    | 9,327                 | 9,600            | 9,600                | 15,000                 | 15,000           | 15,000           |
| 715.000      | Health Reimbursement          | 2,784            | 2,525            | 1,309                  | 1,349                  | 2,941                 | 4,290            | 4,290                | 4,680                  | 4,680            | 4,680            |
| 718.000      | Auto Allowance                | 446              | 608              | 303                    | 326                    | 284                   | 610              | 610                  | 610                    | 610              | 610              |
| 719.000      | Clothing Allowance            | 4,153            | 2,828            | 1,405                  | 1,491                  | 1,739                 | 3,230            | 3,230                | 4,000                  | 4,000            | 4,000            |
| 721.000      | FICA/Medicare - City Share    | 17,053           | 14,527           | 7,195                  | 9,053                  | 7,394                 | 16,447           | 14,150               | 15,325                 | 15,325           | 15,325           |
| 722.000      | ICMA - City Share             | -                | -                | -                      | -                      | -                     | -                | -                    | 7,400                  | 7,400            | 7,400            |
| 723.000      | Vision Care                   | 1,355            | 1,369            | 495                    | 1,042                  | 1,068                 | 2,110            | 2,110                | 2,400                  | 2,400            | 2,400            |
| 724.000      | Life, Work Comp, Unemployment | 5,419            | 9,887            | 978                    | 425                    | 15,575                | 16,000           | 16,000               | 21,400                 | 21,400           | 21,400           |
| 725.604      | Dental & Health Benefits      | 100,333          | 85,016           | 42,264                 | 42,832                 | 42,168                | 85,000           | 70,320               | 74,550                 | 74,550           | 74,550           |
| 728.000      | Retirement Plans (City Share) | 26,520           | 21,334           | 10,716                 | 14,506                 | 10,494                | 25,000           | 18,250               | 25,300                 | 18,050           | 22,150           |
| 728.001      | Retirement Health Savings     | 630              | 725              | 372                    | 3,976                  | 324                   | 4,300            | 700                  | 3,100                  | 3,100            | 3,100            |
| 731.000      | Materials & Supplies          | 195              | 1,182            | 696                    | 327                    | 273                   | 600              | 300                  | 800                    | 800              | 800              |
| 732.000      | Postage                       | 2,481            | 2,422            | 1,252                  | 2,544                  | 1,456                 | 4,000            | 2,600                | 4,000                  | 4,000            | 4,000            |
| 735.000      | Dues & Subscriptions          | 98               | 526              | 48                     | 53                     | 547                   | 600              | 700                  | 700                    | 700              | 700              |
| 737.000      | Printing & Publishing         | 8                | -                | -                      | -                      | 220                   | 220              | 200                  | 200                    | 200              | 200              |
| 744.000      | Telephone & pagers            | 838              | 580              | 291                    | 213                    | 237                   | 450              | 900                  | 800                    | 800              | 800              |
| 746.000      | Professional Services         | 2,515            | 13,569           | 4,096                  | 4,392                  | 1,608                 | 6,000            | 8,000                | 23,000                 | 23,000           | 23,000           |
| 747.000      | Insurance & Bonds             | 20,160           | 12,342           | -                      | -                      | 24,150                | 24,150           | 24,150               | 24,150                 | 24,150           | 24,150           |
| 748.000      | Conferences & Training        | 1,877            | 1,115            | 591                    | 741                    | 1,059                 | 1,800            | 2,000                | 2,000                  | 2,000            | 2,000            |
| 853.000      | Hydrant Rental                | 12,504           | 11,556           | 5,778                  | 5,298                  | 5,297                 | 10,595           | 10,595               | 20,000                 | 20,000           | 20,000           |
| 865.000      | Cap. Outlay - Computer Equip. | 1,641            | 876              | 234                    | 2,224                  | 1,776                 | 4,000            | 1,000                | 2,500                  | 2,500            | 2,500            |
| 871.000      | Principal                     | -                | -                | -                      | -                      | 540,000               | 540,000          | 540,000              | 350,000                | 350,000          | 350,000          |
| 872.000      | Interest Expense              | 334,881          | 311,113          | 136,099                | 125,927                | 163,929               | 289,856          | 289,856              | 269,600                | 269,600          | 269,600          |
| 971.000      | Depreciation                  | 487,213          | 493,587          | 255,000                | 244,998                | 245,002               | 490,000          | 490,000              | 500,000                | 500,000          | 500,000          |
| 972.000      | Sundry                        | 818              | 657              | 150                    | 165                    | 535                   | 700              | 900                  | 900                    | 900              | 900              |
|              |                               | <b>1,234,644</b> | <b>1,182,144</b> | <b>560,844</b>         | <b>578,140</b>         | <b>1,159,761</b>      | <b>1,737,901</b> | <b>1,677,461</b>     | <b>1,548,465</b>       | <b>1,541,215</b> | <b>1,545,315</b> |



|  |
|--|
| <p style="text-align: center;"><b>FUND 510 – WATER &amp; SEWER FUND</b><br/><b>DEPARTMENTS 620 thru 630 – SEWER COLLECTION</b></p> |
|--|

**DEPARTMENT FUNCTION**

The purpose of the collection system is to collect and consolidate waste from homes, business and industry and to transport the waste to the Wastewater Treatment Plant for further treatment prior to discharge into the receiving stream. The collection system consists of approximately 38 miles of sewer mains, 500 manholes and 8 sewage lift stations. Much of the sewage collection system flows by gravity, while other areas flow to sewage pump stations where the sewage is pumped to a higher elevation where it flows by gravity to the main pumping station. The main pumping station receives the entire flow contribution from the community and pumps this flow to the wastewater treatment plant for processing. This department also provides for the repair and maintenance of sewer mains, service connections, sewer manholes and sewage lift stations.

**BUDGET SUMMARY**

**Goals and Objectives**

Operate system in an efficient and cost effective manor

Continue to videotape mains for early detection of problems

Continue effort of cleaning all Sanitary Sewers over a three-year period



**OPERATING NEEDS**

Contractual Services in the various maintenance accounts are for services required that DPW is not able to perform and/or is contracts out. Examples are as follows: Lansing Electric Motors and Fuel Tank Services (Inspection).

**Contractual Services**  
**(Department 622)**

Various Services ..... \$2,000

**Contractual Services**  
**(Department 623)**

Various Services ..... \$500

**Contractual Services**  
**(Department 624)**

Various Services ..... \$500

**Contractual Services**  
**(Department 625)**

Various Services ..... \$500

**Contractual Services**  
**(Department 626)**

Various Services ..... \$5,000

**Contractual Services**  
**(Department 627)**

Various Services ..... \$1,000

**Contractual Services**  
**(Department 628)**

Odor Control Setup ..... \$9,000

Various Services ..... 3,000

Total \$12,000

**Contractual Services**  
**(Department 629)**

Various Services ..... \$2,000

**Contractual Services**  
**(Department 630)**

Various Services ..... \$200



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|--|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 620 - SEWER "MISS DIG" OPERATIONS

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 621 - SEWER MAINTENANCE MAINS

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 622 - SEWER MAINTENANCE SERVICES

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 623 - DAY LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 624 - REYNOLDS LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 625 - MEIJER LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 626 - LANSING LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 627 - BEECH LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 628 - TIRRELL LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 629 - CHAD LIFT STATION

[illegible]



|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

## 630 - NORTHWAY LIFT STATION

[illegible]



## **FUND 510 – WATER & SEWER FUND**

### **DEPARTMENTS 631 thru 632 – SEWER TREATMENT**

#### **DEPARTMENT FUNCTION**

The upgraded Charlotte Wastewater Treatment Plant was completed and placed into operation in March 1, 2002. The plant is designed with the capacity to treat an influent of 1.80 million gallons per day. During the fiscal year of 09/10 the treatment plant received an influent flow of 310.73 million gallons of sewage, this equates to a daily average flow of 0.850 million gallons per day. Staffing of the department consists of the Superintendent, Assistant Superintendent and four operators. Three individual operators are licensed by the Michigan Department of Natural Resources and Environment (MDNRE) to operate treatment facilities in the State of Michigan. The primary function of this department is to insure the safe and efficient operation of the treatment facility and to comply with requirements mandated by the United States Environmental Protection Agency (USEPA) and the Michigan Department of Natural Resources and Environment (MDNRE).

#### **BUDGET SUMMARY**

##### **Goals and Objectives**

Continuing effort on behalf of the staff to ensure continual safe and efficient operation of the facility.

Preventative equipment and building maintenance as well as adherence to federal, state and local regulations to ensure safe and efficient operation of the facility.



**OPERATING NEEDS**

**Contractual Services**  
**(Department 631)**

Disposal of sewage  
Sludge Removal  
Testing  
Maintenance of boilers & HVAC system  
Fire Extinguisher inspection & repair  
SCBA inspection & certification  
Laboratory equipment inspection  
Electrical motor repair  
Miscellaneous equipment & pump repair  
Repair odor control blower  
Paint primary clarifier #1  
  
Various items as listed above..... \$80,000

**Professional Services**  
**(Department 631)**

Various Services ..... \$10,000

**Contractual Services**  
**(Department 632)**

|  |                 |
|--|-----------------|
| Pole barn modifications .....                | \$15,000        |
| Electrical system analysis and labeling..... | 6,000           |
| Grass cutting .....                          | 2,900           |
| Trash removal .....                          | 1,400           |
| Various Services .....                       | <u>5,700</u>    |
| Total  | <u>\$31,000</u> |



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

## 631 - W.W.T.P. OPERATIONS

| Account Code | Explanation                   | ACTUAL   |          |                        | FY 2010/2011           |                       |         | BUDGETED | PROJECTED FY 2011/2012 |              |              |
|--------------|-------------------------------|----------|----------|------------------------|------------------------|-----------------------|---------|----------|------------------------|--------------|--------------|
|              |                               | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL   | FY 10/11 | DEPT HEAD              | CITY MANAGER | CITY COUNCIL |
| 706.000      | City Labor - DPW              | 148,681  | 126,802  | 58,863                 | 64,580                 | 66,420                | 131,000 | 131,000  | 130,000                | 130,000      | 130,000      |
| 721.000      | FICA/Medicare - City Share    | 11,344   | 9,670    | 4,488                  | 4,903                  | 5,080                 | 9,983   | 10,020   | 9,950                  | 9,950        | 9,950        |
| 728.000      | Retirement Plans (City Share) | 15,208   | 13,198   | 6,148                  | 7,599                  | 7,980                 | 15,579  | 13,100   | 17,420                 | 17,420       | 17,420       |
| 731.000      | Materials & Supplies          | 11,064   | 3,742    | 626                    | 2,351                  | 4,149                 | 6,500   | 12,000   | 10,000                 | 10,000       | 10,000       |
| 738.000      | Operating Supplies            | 52,779   | 48,327   | 28,356                 | 15,244                 | 33,756                | 49,000  | 54,000   | 52,000                 | 52,000       | 52,000       |
| 739.000      | Laboratory Supplies           | 8,325    | 7,328    | 2,396                  | 5,608                  | 3,592                 | 9,200   | 9,200    | 9,000                  | 9,000        | 9,000        |
| 744.000      | Telephone & Pagers            | 2,084    | 3,003    | 1,393                  | 1,744                  | 456                   | 2,200   | 2,200    | 3,200                  | 3,200        | 3,200        |
| 745.000      | Utilities                     | 95,772   | 91,580   | 35,456                 | 33,713                 | 66,287                | 100,000 | 102,000  | 102,000                | 102,000      | 102,000      |
| 746.000      | Professional Services         | 24,474   | 1,445    | -                      | 3,118                  | 3,882                 | 7,000   | 10,000   | 10,000                 | 10,000       | 10,000       |
| 748.000      | Conferences & Training        | 1,703    | 776      | 100                    | 973                    | 1,127                 | 2,100   | 2,100    | 2,100                  | 2,100        | 2,100        |
| 749.000      | Contractual Services          | 40,818   | 63,832   | 43,308                 | 44,872                 | 33,128                | 78,000  | 80,000   | 80,000                 | 80,000       | 80,000       |
| 851.000      | MVP Equipment Rental          | 21,865   | 15,464   | 6,820                  | 9,504                  | 10,496                | 20,000  | 22,000   | 20,000                 | 20,000       | 20,000       |
| 864.000      | Cap. Outlay - Equip.          | -        | 180      | -                      | 2,738                  | 32,262                | 35,000  | 50,000   | -                      | -            | -            |
| 972.000      | Sundry                        | 202      | 6        | -                      | 55                     | 15                    | 70      | 200      | 100                    | 100          | 100          |
|              |                               | 434,319  | 385,353  | 187,954                | 197,002                | 268,630               | 465,632 | 497,820  | 445,770                | 445,770      | 445,770      |



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| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

### 632 - W.W.T.P. BLDG & YARD MAINTENANCE

[illegible]



## **FUND 510 – WATER & SEWER FUND**

### **DEPARTMENTS 640 – WATER ADMINISTRATION**

#### **DEPARTMENT FUNCTION**

The City of Charlotte water system originated in 1886 with many expansions and improvements taking place through the years. The water system is divided into three primary areas; Administration; Power and Pumping; and Distribution.

The Administration is responsible for the supervisory and policy decisions of the City's water and sewer operations. Administration costs are also charged to the sewer department (Department 610), since much of the activity involves both departments.

Presently, two staff persons are certified by the Michigan Department of Natural Resources and Environment to operate the water plant. The Water Department pumped over 338.844 million gallons of water in 09/10. Annually, there is more water pumped than billed. This loss is due to fire fighting and fire training use, flushing of the system twice each year, breaks, leakage in the system and inoperative and inefficient meters. Accurate meter reading provides the financial means of support for the water and sewer systems. Therefore, it is important to reduce losses and increase efficiency in this area.

#### **BUDGET SUMMARY**

The Department budget is used for expending a percentage of the salaries and fringe benefits of the administrative employees of the Department of Public Works and a percentage of the fringe benefits of the hourly employees based on actual wages expended for each work program. The other expenses in this department are all related to the support of administration, such as office supplies, postage dues and subscriptions, printing and publishing, insurance and conference and workshops.

The Department of Public Works Administration budget allocates a percentage of the salary based on the estimated time expended during the fiscal year as follows:

|                                  |     |
|----------------------------------|-----|
| Director of Public Works         | 20% |
| Utility Superintendent           | 50% |
| Assistant Utility Superintendent | 20% |
| DPW Foreman                      | 25% |
| DPW Secretary                    | 35% |

The fringe benefit costs include the above personnel, 100% of Water hourly personnel and 15% of the DPW employees' fringe benefits cost. Said percentage of cost is based on the estimated hourly cost budgeted within General Fund as compared to the total hourly cost budgeted in other funds.



**OPERATING NEEDS**

**Professional Services**

Various Services ..... \$5,000



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

**640 - WATER ADMINISTRATION**

| Account Code | Explanation                   | ACTUAL         |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09       | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 703.000      | Administrative Salaries       | 30,332         | 72,888         | 36,006                 | 39,518                 | 35,402                | 74,920         | 74,920               | 74,920                 | 74,920          | 74,920          |
| 704.000      | Staff Wages                   | 9,230          | 10,708         | 5,470                  | 5,358                  | 7,302                 | 12,660         | 12,660               | 12,660                 | 12,660          | 12,660          |
| 710.000      | Compensated Absences          | 25,881         | 43,777         | 13,251                 | 16,191                 | 9,809                 | 26,000         | 17,800               | 23,500                 | 23,500          | 23,500          |
| 711.000      | Longevity                     | 5,883          | 5,598          | 5,598                  | 5,347                  | -                     | 5,347          | 5,500                | 7,000                  | 7,000           | 7,000           |
| 714.000      | Unused Sick & Vacation Leave  | 23,419         | 1,600          | -                      | 209                    | 6,441                 | 6,650          | 6,650                | 10,000                 | 10,000          | 10,000          |
| 715.000      | Health Reimbursement          | 2,054          | 2,253          | 1,223                  | 1,105                  | -                     | 1,105          | 1,050                | 1,350                  | 1,350           | 1,350           |
| 718.000      | Auto Allowance                | 166            | 608            | 303                    | 326                    | 284                   | 610            | 610                  | 610                    | 610             | 610             |
| 719.000      | Clothing Allowance            | 3,380          | 2,448          | 1,293                  | 1,174                  | 876                   | 2,050          | 2,050                | 2,570                  | 2,570           | 2,570           |
| 721.000      | FICA/Medicare - City Share    | 7,387          | 9,350          | 4,795                  | 5,238                  | 4,599                 | 9,837          | 9,275                | 10,145                 | 10,145          | 10,145          |
| 722.000      | ICMA - City Share             | -              | -              | -                      | -                      | -                     | -              | -                    | 7,400                  | 7,400           | 7,400           |
| 723.000      | Vision Care                   | 889            | 914            | 301                    | 532                    | 738                   | 1,270          | 1,270                | 1,500                  | 1,500           | 1,500           |
| 724.000      | Life, Work Comp, Unemployment | 2,167          | 4,027          | 435                    | 356                    | 8,774                 | 9,130          | 9,130                | 11,650                 | 11,650          | 11,650          |
| 725.604      | Dental & Health Benefits      | 57,151         | 73,982         | 36,778                 | 32,882                 | 32,118                | 65,000         | 49,310               | 38,500                 | 38,500          | 38,500          |
| 728.000      | Retirement Plans (City Share) | 10,532         | 14,221         | 7,332                  | 8,641                  | 8,359                 | 17,000         | 12,000               | 17,000                 | 11,850          | 14,700          |
| 728.001      | Retirement Health Savings     | 597            | 691            | 338                    | 3,937                  | -                     | 3,937          | 700                  | 2,600                  | 2,600           | 2,600           |
| 731.000      | Materials & Supplies          | 46             | 227            | 227                    | -                      | 100                   | 100            | 100                  | 100                    | 100             | 100             |
| 732.000      | Postage                       | 1,131          | 1,172          | 605                    | 1,222                  | 778                   | 2,000          | 1,200                | 2,000                  | 2,000           | 2,000           |
| 735.000      | Dues & Subscriptions          | 295            | 320            | 295                    | 425                    | 75                    | 500            | 300                  | 500                    | 500             | 500             |
| 737.000      | Printing & Publishing         | 1,028          | 691            | -                      | 103                    | 597                   | 700            | 1,100                | 1,000                  | 1,000           | 1,000           |
| 746.000      | Professional Services         | 6,675          | 2,640          | 1,320                  | -                      | 2,000                 | 2,000          | 8,000                | 5,000                  | 5,000           | 5,000           |
| 747.000      | Insurance & Bonds             | 4,798          | 5,882          | -                      | -                      | 4,800                 | 4,800          | 4,800                | 4,800                  | 4,800           | 4,800           |
| 748.000      | Conferences & Training        | 1,896          | 1,255          | 324                    | -                      | 1,600                 | 1,600          | 2,000                | 2,000                  | 2,000           | 2,000           |
| 853.000      | Hydrant Rental                | 12,504         | 11,544         | 5,772                  | 5,298                  | 5,297                 | 10,595         | 10,595               | 20,000                 | 20,000          | 20,000          |
| 971.000      | Depreciation                  | 133,912        | 137,230        | 72,498                 | 67,998                 | 68,002                | 136,000        | 136,000              | 139,000                | 139,000         | 139,000         |
| 972.000      | Sundry                        | 167            | 1              | -                      | 51                     | 99                    | 150            | 200                  | 150                    | 150             | 150             |
|              |                               | <b>341,520</b> | <b>404,027</b> | <b>194,164</b>         | <b>195,911</b>         | <b>198,050</b>        | <b>393,961</b> | <b>367,220</b>       | <b>395,955</b>         | <b>390,805</b>  | <b>393,655</b>  |



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| <p style="text-align: center;"><b>FUND 510 – WATER &amp; SEWER FUND</b><br/><b>DEPARTMENTS 650 thru 654 – WATER DISTRIBUTION</b></p> |
|--|

**DEPARTMENT FUNCTION**

The water distribution system is a network of pipes of various sizes, two water towers with a capacity of 1,150,000 gallons, and three active pumping wells. This system distributes water throughout the community to domestic homes, commercial and industrial establishments, and fire protection. The City's water distribution system consists of approximately 52 miles of water mains, 600 valves, 400 water hydrants, and 3,575 service connections. Additional responsibilities include the Lead and Copper Testing Program, maintenance of water mains, maintenance of services, meter maintenance, backflow prevention and meter readings.

**BUDGET SUMMARY**

These departments account for the maintenance and operations of the water mains, services, and meters. It is important to regularly repair and replace components in the system in an attempt to provide a safe, dependable water supply for domestic purposes, industrial use and fire protection.

The Water Department is responsible for the operation and maintenance of the water production facility. Three wells are located in the south portion of the city, which have the capacity to pump over four million gallons of water per day. To insure this production capacity, we have established a program that each well is dismantled, inspected, and cleaned on a rotating five-year schedule.

Replacement and upgrading of water meters throughout the City is completed. Funding for meters in the FY 11/12 budget is for new and replacement meters as well as radio readers for pit meters.

The USEPA and MDNRE have mandated many new programs without providing the funding to local units of government. These unfunded mandates require the City to solely fund the programs at considerable cost to the water and sewer system users. This budget reflects funding for these programs.



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 650 - WATER "MISS DIG" OPERATIONS

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## 651 - WATER MAINTENANCE MAINS

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 652 - WATER MAINTENANCE SERVICES

[illegible]



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## 653 - WATER METER MAINTENANCE

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 654 - WATER METER READING

[illegible]



**FUND 510 – WATER & SEWER FUND**  
**DEPARTMENTS 661 & 662 – WATER PRODUCTION & OPERATION**

**DEPARTMENT FUNCTION**

The Water Department pumped 338 million gallons of water in FY 09/10 compared to 353 million gallons in FY 08/09 and 401 million gallons in FY 07/08.

The City's lead and copper monitoring program, required by the Environmental Protection Agency and the Michigan Department of Natural Resources and Environment, is in its fourteenth year. For the prior year, the City's lead & copper levels were acceptable. Presently, the City is treating the system with a blend of polyphosphate, which coats the interior of the piping preventing corrosion and releasing the lead and copper. With continued testing and monitoring of the system we will be able to determine if this process can adequately control copper levels.

**BUDGET SUMMARY**

State and Federal regulations continue to impact our cost of operation. It is extremely important that the City continue to monitor the quality of water distributed to our customers. The budget reflects the additional monitoring and treatment costs incurred to ensure the quality of the City's drinking water.



**OPERATING NEEDS**

**Professional Services**  
**(Department 661)**

|  |                 |
|--|-----------------|
| Consulting on future treatment needs ..... | \$10,000        |
| Consulting on well field.....              | <u>10,000</u>   |
| Total                                      | <u>\$20,000</u> |

**Contractual Services**  
**(Department 662)**

|   |                 |
|---|-----------------|
| Generator hookups for Wells #3 and #6 ..... | \$10,000        |
| Fence around Well #6 .....                  | 5,000           |
| Grass cutting .....                         | <u>400</u>      |
| Total                                       | <u>\$15,400</u> |

**Contractual Services**  
**(Department 661)**

|   |          |
|---|----------|
| Equipment & distribution system repairs |          |
| MDNRE Annual fees                       |          |
| Copier maintenance contract             |          |
| Well #3 cleaning and service            |          |
| Various items as listed above.....      | \$60,000 |



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 661 - WATER PRODUCTION & OPERATION

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 662 - BUILDING & GROUNDS MAINTENANCE

[illegible]



## **FUND 510 – WATER & SEWER FUND**

### **DEPARTMENTS 670 thru 685 – WATER & SEWER EXTENSION, REPLACEMENT & REPAIRS**

#### **DEPARTMENT FUNCTION**

These departments account for the improvement, extension and replacement of the water and wastewater system within the City of Charlotte's service area. Expenditures for new services, including service connections, meters, hydrants, mains, pump stations, treatment facilities, water tower and equipment, routine repair, maintenance, and replacement of equipment are budgeted within these departments. Monies within these accounts are restricted to the above uses and may not be used for daily operations and maintenance of water and sewer facilities.

Special compliance with Chapter 68 of the City Code (February 11, 2001) provides that "the City shall deposit the proceeds of all system equity charges into the replacement and improvement fund."

The definition of the Replacement and Improvement Fund is restricted as follows:

"Replacement and improvement fund" Out of the revenues and moneys of the system remaining in the receiving fund at the

end of each month, after provision has been made for credits or deposits to the operation of the maintenance fund and the bond and interest redemption fund, the city manager may deposit such additional funds into the replacement and improvement fund such amounts as the city manager shall determine advisable, not to exceed the amounts budgeted for such purpose. The money in the replacement and improvement fund shall be used solely for the purpose of making repairs, replacements, improvements, or enlargements of the system, including any buildings or structures related to the system."

This Ordinance restriction is later amplified in that it states "proceeds of the system equity charge shall be used exclusively to pay for replacements and improvements to the system, other than extensions of service to new users.

In terms of compliance, the city commits to (1) accounting for equity investments charges separately (2) spending those funds only for those purposes permitted above.



### **BUDGET SUMMARY**

The equity investment charges (tap fees) for seven (7) years are as follows:

| <u>Fiscal Year</u> | <u>Amount</u>      |
|--------------------|--------------------|
| 2003-04            | \$ 261,613         |
| 2004-05            | 128,602            |
| 2005-06            | 66,555             |
| 2006-07            | 355,713            |
| 2007-08            | 234,599            |
| 2008-09            | 11,500             |
| 2009-10            | <u>17,700</u>      |
| Total              | <u>\$1,076,282</u> |

It is estimated equity investment charges (tap fees) will be \$8,100 for FY 10/11. This equals 3 REUs. Decrease demand for housing could decrease this amount considerably. Housing sites are available in the following developments:

| <u>Development</u>                     | <u>Units</u> |
|--|--------------|
| Greenwood Terrace Subdivision #2       | 5            |
| Sanstone Estates Subdivision #2, 3 & 4 | 14           |
| Sanstone Condominiums                  | 24           |
| Parkside Acres Condominiums            | 52           |
| Oakridge Condominiums                  | 136          |
| Heights End Subdivision                | 6            |
| Beech St Development Condos (Landmarc) | 80           |
| Charhian Park                          | 44           |
| Butternut Mobile Home Park             | 8            |
| High Meadows                           | <u>27</u>    |
| Total                                  | <u>428</u>   |



**OPERATING NEEDS**

**Professional Services**  
**(Department 681)**

**Contractual Services**  
**(Department 682)**

Various Services ..... \$4,500

West Harris ..... \$140,000



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## 670 - SEWER NEW MAINS

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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### 671 - SEWER NEW SERVICES

[illegible]



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**672 - SEWER NEW EQUIPMENT**[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 674 - SEWER REPLACEMENT SERVICES

[illegible]



**CITY OF CHARLOTTE**  
**510 - WATER & SEWER FUND**  
**REVENUE/EXPENSE SUMMARY FY 2011/2012**

**675 - SEWER REPLACEMENT EQUIPMENT**

| Account<br>Code | Explanation          | ACTUAL   |          | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |        | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|----------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------------------|------------------------|-----------------|-----------------|
|                 |                      | FY 08/09 | FY 09/10 |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 731.000         | Materials & Supplies | 12,755   | 6,743    | 3,114                  | 15,112                 | -                     | 15,112 | 5,000                | 10,000                 | 10,000          | 10,000          |
|                 |                      | 12,755   | 6,743    | 3,114                  | 15,112                 | -                     | 15,112 | 5,000                | 10,000                 | 10,000          | 10,000          |



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 676 - WATER NEW MAINS

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 677 - WATER NEW SERVICES

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b><br/> <b>510 - WATER &amp; SEWER FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 678 - WATER NEW EQUIPMENT

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 679 - WATER NEW METERS

[illegible]



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## 680 - WATER NEW HYDRANTS

[illegible]



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## 681 - WATER TOWER

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 682 - WATER REPLACEMENT MAINS

[illegible]



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## 683 - WATER REPLACEMENT SERVICES

[illegible]



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## 684 - WATER REPLACEMENT EQUIPMENT

[illegible]



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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
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## 685 - WATER REPLACEMENT HYDRANTS

[illegible]



## **FUND 510 – WATER & SEWER FUND DEPARTMENT 686 – WELLHEAD PROTECTION**

### **DEPARTMENT FUNCTION**

Groundwater is pumped from three wells located in Bennett Park to provide the drinking water distributed through the City's distribution system. An underground sand and gravel formation called an aquifer provides the water for those wells. Water enters the aquifer by moving downward through the overlying soil.

High quality drinking water is an asset that we take for granted. In order to preserve the water quality into the future, the City, in conjunction with Eaton Township, has undertaken a program to identify and protect the source of our drinking water, the aquifer. The original Wellhead Protection Plan was completed in 2000 by Capital Consultants. In 2006, this plan was updated at no cost by the Michigan Rural Water Association through a federally funded program. Quarterly meetings are held with the Wellhead Protection Team.

This fund allows for the purchase of tools to help us protect our well field. The tools may include displays that we take to the schools and service clubs for education, and printing and publishing informational brochures. Also included is the work we are doing in conjunction with our Wellhead Protection Grant.

### **BUDGET SUMMARY**

#### **Goals and Objectives**

Protect the City's water supply

Educate the public as to the need for protecting the water supply

Implementation of practices to protect our source water



**OPERATING NEEDS**

**Contractual Services**

Various Services ..... \$1,000



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## 686 - WELLHEAD PROTECTION

[illegible]



**FUND 510 – WATER & SEWER FUND**  
**DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS**

**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

The majority of administrative items of the City are budgeted and charged to the General Fund. The Water & Sewer department, however, incurs a benefit from many of these items. The transfer to the General Fund is the Water & Sewer Funds charge for these services. The charge for FY 11/12 is 11% of the fund's total budgeted expenditures prior to the transfer.

The Water & Sewer Fund is responsible for 33% of the outstanding debt obligation of the 2001 Building Authority Bonds, which were issued to fund the construction of a new DPW facility. The principal and interest payments of this bond issue are accounted for in a separate debt service fund, therefore a transfer is required each fiscal year. For FY 11/12 the transfer needed from the Water & Sewer fund is \$22,430. The General Fund will cover the remaining 67%.



**OPERATIONAL NEEDS**

**Contribution to other Funds**

|  |                  |
|--|------------------|
| Contribution to General Fund .....                       | \$371,300        |
| Contribution to Building Authority Bonds 2001 Fund ..... | <u>22,430</u>    |
| Total  | <u>\$393,730</u> |



|  |  |  |  |  |  |  |  |  |  |
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| <p align="center"><b>CITY OF CHARLOTTE</b></p> <p align="center"><b>510 - WATER &amp; SEWER FUND</b></p> <p align="center"><b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b></p> |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

**999 - CONTRIBUTIONS TO OTHER FUNDS**[illegible]



MOTOR VEHICLE POOL FUND



**CITY OF CHARLOTTE**  
**601 - MOTOR VEHICLE POOL FUND**  
**RETAINED EARNINGS & CASH-ON-HAND PROJECTIONS FY 2011/2012**

| RETAINED EARNINGS PROJECTION          |                            | CASH-ON-HAND PROJECTION                 |                          |
|---------------------------------------|----------------------------|---|--------------------------|
| Net Assets @ 7/1/10                   | \$ 1,062,977               | Cash-on-hand @ 7/1/10                   | \$ 348,885               |
| + Projected 10/11 Revenues            | 424,600                    | + Projected 10/11 Revenues              | 424,600                  |
| - Projected 10/11 Expenses            | (562,195)                  | - Projected 10/11 Expenses              | (562,195)                |
| + Capital Outlay Amortized            | <u>109,144</u>             | + Depreciation                          | <u>135,000</u>           |
| Projected Net Assets @ 6/30/11        | 1,034,526                  | Projected Cash-on-hand @ 6/30/11        | 346,290                  |
| + Budgeted 11/12 Revenues             | 424,300                    | + Projected Net Assets @ 6/30/11        | 424,300                  |
| - Budgeted 11/12 Expenses             | (505,910)                  | - Budgeted 11/12 Revenues               | (505,910)                |
| + Capital Outlay Amortized            | <u>91,000</u>              | + Depreciation                          | <u>138,000</u>           |
| <b>Projected Net Assets @ 6/30/12</b> | <b><u>\$ 1,043,916</u></b> | <b>Projected Cash-on-hand @ 6/30/12</b> | <b><u>\$ 402,680</u></b> |



|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| <p align="center"> <b>CITY OF CHARLOTTE</b><br/> <b>601 - MOTOR VEHICLE POOL FUND</b><br/> <b>REVENUE/EXPENSE SUMMARY FY 2011/2012</b> </p> |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|

[illegible]



**CITY OF CHARLOTTE**  
**601 - MOTOR VEHICLE POOL FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

## REVENUES

[illegible]



|  |
|--|
| <p style="text-align: center;"><b>FUND 601 – MOTOR VEHICLE POOL FUND</b><br/> <b>DEPARTMENT 710 thru 713 – MOTOR VEHICLE POOL OPERATIONS</b></p> |
|--|

**DEPARTMENT FUNCTION**

The Motor Vehicle Pool is an internal service fund, which charges rent to each fund that uses its equipment. The rent in turn is used to maintain existing equipment and purchase new replacement equipment as needed. It also supports expenditures for gasoline, oil, repairs, equipment depreciation and buildings. The rental rates are set based on

the expected life of the equipment and the average cost of the equipment as set by the Michigan Department of Transportation.

**BUDGET SUMMARY**

**Personnel**

Included in the Administrative Salaries account of Department 710 is 5% of the Foreman's salary & benefits for a total of \$5,250.

The City Labor – DPW account for Department 712 includes the following:

|                    |              |
|--------------------|--------------|
| Mechanic           | \$31,500     |
| DPW                | 2,000        |
| Estimated Overtime | <u>1,000</u> |
| Total              | \$34,500     |

The City Labor – DPW account for Department 713 includes the following:

|                    |            |
|--------------------|------------|
| DPW                | \$10,000   |
| Estimated Overtime | <u>900</u> |
| Total              | \$10,900   |



**OPERATING NEEDS**

**Contractual Services**  
**(Department 712)**

|                               |                |
|-------------------------------|----------------|
| Eaton Farm Bureau, Inc .....  | \$1,000        |
| Capital City Int'l Truck..... | 1,000          |
| Jack Doheny Supply .....      | 1,000          |
| Candy Ford Body Shop.....     | 1,000          |
| Dueco .....                   | 600            |
| Miscellaneous Services .....  | <u>1,900</u>   |
| Total                         | <u>\$6,500</u> |

**Capital Outlay – Motor Vehicles**  
**(Department 712)**

|                                 |                 |
|---------------------------------|-----------------|
| Trailer Mounted Generator ..... | \$27,000        |
| Loader Plow .....               | 8,000           |
| V-Plow for #7 .....             | 10,000          |
| Rebuild #2.....                 | 20,000          |
| #72 Pickup .....                | 24,000          |
| Transit and Tri-pod .....       | <u>2,000</u>    |
| Total                           | <u>\$91,000</u> |

**Contractual Services**  
**(Department 713)**

|                     |                |
|---------------------|----------------|
| Miscellaneous.....  | \$2,000        |
| Grass Cutting ..... | 1,000          |
| Waste Removal ..... | 1,000          |
| Total               | <u>\$4,000</u> |



|  |
|--|
| <p style="text-align: center;"><b>CITY OF CHARLOTTE</b><br/> <b>601 - MOTOR VEHICLE POOL FUND</b><br/> <b>REVENUE PROJECTIONS FY 2011/2012</b></p> |
|--|

## 710 - MVP ADMINISTRATION

| Account Code | Explanation                   | ACTUAL   |          |                        | FY 2010/2011           |                       |        | BUDGETED | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09 | FY 09/10 | 7/1/2009<br>12/31/2009 | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  | FY 10/11 | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 703.000      | Administrative Salaries       | 4,666    | 3,208    | 1,581                  | 1,745                  | 1,745                 | 3,490  | 3,280    | 3,280                  | 3,280           | 3,280           |
| 710.000      | Compensated Absences          | 4,575    | 5,051    | 1,915                  | 3,364                  | 6,761                 | 10,125 | 10,125   | 11,000                 | 11,000          | 11,000          |
| 711.000      | Longevity                     | 1,221    | 720      | 720                    | 1,175                  | -                     | 1,175  | 1,665    | 440                    | 440             | 440             |
| 714.000      | Unused Sick & Vacation Leave  | 651      | 418      | -                      | 52                     | 1,448                 | 1,500  | 11,790   | 1,790                  | 1,790           | 1,790           |
| 715.000      | Health Reimbursement          | 456      | 357      | 162                    | 195                    | 205                   | 400    | 150      | 150                    | 150             | 150             |
| 719.000      | Clothing Allowance            | 782      | 497      | 207                    | 262                    | 262                   | 524    | 700      | 710                    | 710             | 710             |
| 721.000      | FICA/Medicare - City Share    | 914      | 782      | 350                    | 518                    | 802                   | 1,320  | 2,120    | 1,330                  | 1,330           | 1,330           |
| 723.000      | Vision Care                   | 181      | 183      | 32                     | 130                    | 300                   | 430    | 430      | 275                    | 275             | 275             |
| 724.000      | Life, Work Comp, Unemployment | 1,094    | 1,658    | 217                    | 82                     | 4,198                 | 4,280  | 4,280    | 4,320                  | 4,320           | 4,320           |
| 725.604      | Dental & Health Benefits      | 19,968   | 20,510   | 10,196                 | 10,362                 | 9,638                 | 20,000 | 17,043   | 12,000                 | 12,000          | 12,000          |
| 728.000      | Retirement Plans (City Share) | 1,918    | 1,190    | 506                    | 806                    | 694                   | 1,500  | 1,500    | 1,995                  | 1,995           | 1,995           |
|              |                               |          |          |                        |                        |                       |        |          |                        |                 |                 |
|              |                               | 36,426   | 34,574   | 15,886                 | 18,691                 | 26,053                | 44,744 | 53,083   | 37,290                 | 37,290          | 37,290          |



**CITY OF CHARLOTTE**  
**601 - MOTOR VEHICLE POOL FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**712 - MVP EQUIPMENT MAINTENANCE**

| Account Code | Explanation                   | ACTUAL         |                | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|----------------|----------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09       | FY 09/10       |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 33,320         | 31,203         | 15,317                 | 12,682                 | 17,318                | 30,000         | 43,000               | 34,500                 | 34,500          | 34,500          |
| 721.000      | FICA/Medicare - City Share    | 2,547          | 2,387          | 1,172                  | 970                    | 1,320                 | 2,290          | 3,300                | 2,640                  | 2,640           | 2,640           |
| 728.000      | Retirement Plans (City Share) | 3,526          | 3,269          | 1,592                  | 1,577                  | 2,080                 | 3,657          | 4,300                | 4,620                  | 4,620           | 4,620           |
| 731.000      | Materials & Supplies          | 23,948         | 30,157         | 19,043                 | 10,580                 | 9,420                 | 20,000         | 25,000               | 30,000                 | 30,000          | 30,000          |
| 734.000      | Gasoline & Oil                | 48,860         | 39,292         | 16,198                 | 20,202                 | 29,798                | 50,000         | 52,000               | 55,000                 | 55,000          | 55,000          |
| 739.000      | Laboratory Supplies           | 796            | 917            | 442                    | 174                    | 426                   | 600            | 900                  | 1,000                  | 1,000           | 1,000           |
| 747.000      | Insurance & Bonds             | 12,986         | 13,315         | -                      | -                      | 13,500                | 13,500         | 13,500               | 13,500                 | 13,500          | 13,500          |
| 749.000      | Contractual Services          | 2,860          | 4,067          | 2,747                  | 1,302                  | 2,698                 | 4,000          | 8,000                | 6,500                  | 6,500           | 6,500           |
| 863.000      | Cap. Outlay -Motor Vehicles   | -              | 708            | 13,367                 | 60,261                 | 48,883                | 109,144        | 109,500              | 91,000                 | 91,000          | 91,000          |
| 971.000      | Depreciation                  | 122,663        | 130,719        | 72,498                 | 72,498                 | 62,502                | 135,000        | 145,000              | 138,000                | 138,000         | 138,000         |
| 972.000      | Sundry                        | -              | 45             | 45                     | -                      | -                     | -              | -                    | -                      | -               | -               |
|              |                               | <b>251,506</b> | <b>256,079</b> | <b>142,421</b>         | <b>180,246</b>         | <b>187,945</b>        | <b>368,191</b> | <b>404,500</b>       | <b>376,760</b>         | <b>376,760</b>  | <b>376,760</b>  |



**CITY OF CHARLOTTE**  
**601 - MOTOR VEHICLE POOL FUND**  
**REVENUE PROJECTIONS FY 2011/2012**

**713 - DPW GARAGE BLDG & GROUNDS**

| Account Code | Explanation                   | ACTUAL        |               | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |                | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|--------------|-------------------------------|---------------|---------------|------------------------|------------------------|-----------------------|----------------|----------------------|------------------------|-----------------|-----------------|
|              |                               | FY 08/09      | FY 09/10      |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL          |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 706.000      | City Labor - DPW              | 10,881        | 8,872         | 3,246                  | 4,105                  | 5,895                 | 10,000         | 10,000               | 10,900                 | 10,900          | 10,900          |
| 721.000      | FICA/Medicare - City Share    | 829           | 676           | 248                    | 313                    | 450                   | 763            | 800                  | 830                    | 830             | 830             |
| 728.000      | Retirement Plans (City Share) | 1,506         | 1,237         | 442                    | 317                    | 710                   | 1,027          | 1,000                | 1,460                  | 1,460           | 1,460           |
| 730.000      | Safety Supplies               | 111           | -             | -                      | 33                     | 67                    | 100            | 200                  | 100                    | 100             | 100             |
| 731.000      | Materials & Supplies          | 5,731         | 2,221         | 555                    | 728                    | 1,272                 | 2,000          | 5,500                | 3,000                  | 3,000           | 3,000           |
| 744.000      | Telephone & Pagers            | 63            | 67            | 29                     | 33                     | 33                    | 66             | 70                   | 70                     | 70              | 70              |
| 745.000      | Utilities                     | 21,729        | 20,798        | 3,993                  | 7,984                  | 17,016                | 25,000         | 23,000               | 26,000                 | 26,000          | 26,000          |
| 749.000      | Contractual Services          | 2,522         | 4,731         | 1,206                  | 62,793                 | 3,207                 | 66,000         | 3,900                | 4,000                  | 4,000           | 4,000           |
| 972.000      | Sundry                        | 889           | 50            | 7                      | -                      | -                     | -              | 200                  | 100                    | 100             | 100             |
|              |                               | <b>44,261</b> | <b>38,652</b> | <b>9,726</b>           | <b>76,306</b>          | <b>28,650</b>         | <b>104,956</b> | <b>44,670</b>        | <b>46,460</b>          | <b>46,460</b>   | <b>46,460</b>   |



|   |
|---|
| <p><b>FUND 601 – MOTOR VEHICLE POOL FUND</b><br/><b>DEPARTMENT 999 – CONTRIBUTIONS TO OTHER FUNDS</b></p> |
|---|

**DEPARTMENT FUNCTION**

This department accounts for the operating transfers to other funds. The use of a separate department provides for better documentation and tracking of these transactions.

**BUDGET SUMMARY**

The Motor Vehicle Pool (MVP) Fund incurs a benefit from items budgeted for and charged to the General Fund. Through an operational transfer the MVP Fund reimburses the General Fund for a percentage of these charges.

**OPERATIONAL NEEDS**

**Contribution to other Funds**

Contribution to General Fund ..... \$45,400



**CITY OF CHARLOTTE  
601 - MOTOR VEHICLE POOL FUND  
REVENUE PROJECTIONS FY 2011/2012**

**999 - CONTRIBUTIONS TO OTHER FUNDS**

| Account<br>Code | Explanation              | ACTUAL   |          | 7/1/2009<br>12/31/2009 | FY 2010/2011           |                       |        | BUDGETED<br>FY 10/11 | PROJECTED FY 2011/2012 |                 |                 |
|-----------------|--------------------------|----------|----------|------------------------|------------------------|-----------------------|--------|----------------------|------------------------|-----------------|-----------------|
|                 |                          | FY 08/09 | FY 09/10 |                        | 7/1/2010<br>12/31/2010 | 1/1/2011<br>6/30/2011 | TOTAL  |                      | DEPT<br>HEAD           | CITY<br>MANAGER | CITY<br>COUNCIL |
| 859.101         | Contrib. to General Fund | 43,000   | 44,300   | 22,152                 | 22,152                 | 22,152                | 44,304 | 44,300               | 45,400                 | 45,400          | 45,400          |
|                 |                          | 43,000   | 44,300   | 22,152                 | 22,152                 | 22,152                | 44,304 | 44,300               | 45,400                 | 45,400          | 45,400          |



**City of Charlotte**  
**Five Year Capital Improvements Plan**  
**As Recommended by the City Manager**

|  | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b> | <b><u>12/13</u></b> | <b><u>13/14</u></b> | <b><u>14/15</u></b> | <b><u>15/16</u></b> |
|--|--|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>GENERAL FUND (101):</b>                     |  |                                   |                     |                     |                     |                     |                     |
| <b>Mayor, City Council, Boards 101-100.000</b> |  |                                   |                     |                     |                     |                     |                     |
| Computer equipment                             | 2,500                                      | City                              | -                   | 2,500               | -                   | -                   | -                   |
| <b>City Manager 101-150.000</b>                |  |                                   |                     |                     |                     |                     |                     |
| Computer equipment                             | 3,650                                      | City                              | 1,650               | 500                 | 500                 | 500                 | 500                 |
| Office Equipment                               | <u>1,100</u>                               | City                              | <u>100</u>          | <u>250</u>          | <u>250</u>          | <u>250</u>          | <u>250</u>          |
|  | 4,750                                      |                                   | 1,750               | 750                 | 750                 | 750                 | 750                 |
| <b>City Clerk 101-200.000</b>                  |  |                                   |                     |                     |                     |                     |                     |
| Computer equipment                             | 5,900                                      | City                              | 3,400               | 1,000               | 500                 | 500                 | 500                 |
| Office Equipment                               | <u>3,500</u>                               | City                              | <u>2,000</u>        | <u>500</u>          | <u>500</u>          | <u>250</u>          | <u>250</u>          |
|  | 9,400                                      |                                   | 5,400               | 1,500               | 1,000               | 750                 | 750                 |
| <b>Assessor 101-210.000</b>                    |  |                                   |                     |                     |                     |                     |                     |
| BSA Software Upgrade                           | 8,000                                      | City                              | 8,000               | -                   | -                   | -                   | -                   |
| Computer equipment                             | 8,400                                      | City                              | 3,400               | 1,000               | 1,500               | 1,000               | 1,500               |
| Office Equipment                               | <u>2,500</u>                               | City                              | <u>500</u>          | <u>500</u>          | <u>500</u>          | <u>500</u>          | <u>500</u>          |
|  | 18,900                                     |                                   | 11,900              | 1,500               | 2,000               | 1,500               | 2,000               |
| <b>Finance &amp; Treasury 101-220.000</b>      |  |                                   |                     |                     |                     |                     |                     |
| BSA Software Upgrade                           | 28,000                                     | City                              | 8,000               | 20,000              | -                   | -                   | -                   |
| Scanner Gun                                    | 2,250                                      | City                              | 750                 | -                   | -                   | 1,500               | -                   |
| Computer equipment                             | 11,800                                     | City                              | 4,800               | 2,000               | 1,500               | 2,000               | 1,500               |
| Office Equipment                               | <u>2,500</u>                               | City                              | <u>500</u>          | <u>500</u>          | <u>500</u>          | <u>500</u>          | <u>500</u>          |
|  | 44,550                                     |                                   | 14,050              | 22,500              | 2,000               | 4,000               | 2,000               |
| <b>Community Development 101-230.000</b>       |  |                                   |                     |                     |                     |                     |                     |
| Computer equipment                             | 4,000                                      | City                              | 1,000               | 1,500               | 500                 | 500                 | 500                 |
| Office Equipment                               | <u>1,250</u>                               | City                              | <u>250</u>          | <u>250</u>          | <u>250</u>          | <u>250</u>          | <u>250</u>          |
|  | 5,250                                      |                                   | 1,250               | 1,750               | 750                 | 750                 | 750                 |



|                                     | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b> | <b><u>12/13</u></b> | <b><u>13/14</u></b> | <b><u>14/15</u></b> | <b><u>15/16</u></b> |
|-------------------------------------|--|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Police 101-300.000</b>           |  |                                   |                     |                     |                     |                     |                     |
| Equipment-Teams                     | 7,200                                      | City                              | 2,500               | 1,000               | 1,500               | 1,000               | 1,200               |
| Cameras                             | 1,800                                      | City                              | -                   | 1,000               | -                   | -                   | 800                 |
| Computer Equipment                  | 41,500                                     | City                              | 11,500              | 7,500               | 7,500               | 7,500               | 7,500               |
| Furniture                           | 1,000                                      | City                              | -                   | -                   | 1,000               | -                   | -                   |
| In-car Cameras                      | 7,300                                      | City                              | -                   | -                   | 7,300               | -                   | -                   |
| Light bars                          | 2,000                                      | City                              | -                   | -                   | -                   | 2,000               | -                   |
| Mobile/portable radio units         | 2,000                                      | City                              | -                   | 2,000               | -                   | -                   | -                   |
| Radar                               | 2,500                                      | City                              | -                   | -                   | 2,500               | -                   | -                   |
| Safety Shields                      | 2,500                                      | City                              | -                   | -                   | 2,500               | -                   | -                   |
| Traffic Classifying/Counting Equip. | 1,000                                      | City                              | -                   | -                   | -                   | 1,000               | -                   |
| Vehicles                            | 262,000                                    | City                              | 29,000              | 55,000              | 58,000              | 62,000              | 58,000              |
| Video & Taping Equipment            | 8,500                                      | City                              | 2,500               | 500                 | 2,500               | 500                 | 2,500               |
| Workstation Furniture               | 3,000                                      | City                              | -                   | 1,000               | -                   | 2,000               | -                   |
|                                     | 342,300                                    |                                   | 45,500              | 68,000              | 82,800              | 76,000              | 70,000              |
| <b>Fire 101-350.000</b>             |  |                                   |                     |                     |                     |                     |                     |
| Chainsaw                            | 500  | City/Rural                        | -                   | 500                 | -                   | -                   | -                   |
| BSA Software Upgrade                | 7,000                                      | City/Rural                        | 7,000               | -                   | -                   | -                   | -                   |
| Computer equipment                  | 14,000                                     | City/Rural                        | 10,000              | 1,500               | 2,500               | -                   | -                   |
| Hose                                | 8,000                                      | City/Rural                        | -                   | 2,000               | 2,000               | 2,000               | 2,000               |
| Jeep replacement                    | 25,000                                     | City/Rural                        | -                   | 25,000              | -                   | -                   | -                   |
| Multi-purpose saw                   | 1,500                                      | City/Rural                        | -                   | -                   | -                   | -                   | 1,500               |
| Nozzles / hose appliances           | 12,500                                     | City/Rural                        | 5,000               | 2,000               | 2,000               | 2,000               | 1,500               |
| Radio equipment                     | 24,000                                     | City/Rural                        | 10,000              | 10,000              | -                   | 4,000               | -                   |
| Rescue Equipment                    | 10,000                                     | City/Rural                        | -                   | -                   | 10,000              | -                   | -                   |
| Fire Truck #315 Replacement         | 600,000                                    | City/Rural                        | -                   | 150,000             | 150,000             | 150,000             | 150,000             |
| Mini- Pumper #312 Replacement       | 165,000                                    | City/Rural                        | -                   | -                   | 65,000              | 100,000             | -                   |
|                                     | 867,500                                    |                                   | 32,000              | 191,000             | 231,500             | 258,000             | 155,000             |



|  | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b>   | <b><u>12/13</u></b>   | <b><u>13/14</u></b>   | <b><u>14/15</u></b>   | <b><u>15/16</u></b>   |
|--|--|-----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b><i>Public Works Administration 101-410.000</i></b>      |  |                                   |                       |                       |                       |                       |                       |
| Computer Equipment   | 12,300                                     | City                              | 8,300                 | 1,000                 | 1,000                 | 1,000                 | 1,000                 |
| Office Equipment   | <u>2,200</u>                               | City                              | <u>200</u>            | <u>500</u>            | <u>500</u>            | <u>500</u>            | <u>500</u>            |
|  | 14,500                                     |                                   | 8,500                 | 1,500                 | 1,500                 | 1,500                 | 1,500                 |
| <b><i>Parking Lots 101-424.000</i></b>                     |  |                                   |                       |                       |                       |                       |                       |
| Lot 2 reconstruction                                       | 80,000                                     | City                              | 80,000                | -                     | -                     | -                     | -                     |
| Lot 1 reconstruction                                       | 150,000                                    | City                              | -                     | 75,000                | 75,000                | -                     | -                     |
| Lot 4 reconstruction                                       | <u>150,000</u>                             | City                              | <u>-</u>              | <u>-</u>              | <u>-</u>              | <u>75,000</u>         | <u>75,000</u>         |
|  | 380,000                                    |                                   | 80,000                | 75,000                | 75,000                | 75,000                | 75,000                |
| <b><i>City Hall Building &amp; Grounds 101-664.000</i></b> |  |                                   |                       |                       |                       |                       |                       |
| Air Handler Rebuild  | 1,000                                      | City                              | 1,000                 | -                     | -                     | -                     | -                     |
| Ceiling tile replacement                                   | 6,500                                      | City                              | -                     | 2,500                 | 2,000                 | -                     | 2,000                 |
| Drinking fountain replacements                             | 1,300                                      | City                              | -                     | -                     | 600                   | -                     | 700                   |
| Generator Maintenance                                      | 2,500                                      | City                              | -                     | -                     | 2,500                 | -                     | -                     |
| Office furniture - miscellaneous                           | 5,000                                      | City                              | 1,000                 | 2,000                 | 2,000                 | -                     | -                     |
| Replace 25% of Radiant Heaters                             | 14,000                                     | City                              | 9,000                 | -                     | -                     | 3,000                 | 2,000                 |
| Replace HVAC Control Box                                   | 7,500                                      | City                              | 3,500                 | 4,000                 | -                     | -                     | -                     |
| Roof maintenance   | 4,000                                      | City                              | -                     | 2,000                 | -                     | 2,000                 | -                     |
| Duct Cleaning  | -  | City                              | -                     | -                     | -                     | -                     | -                     |
| Tuck point mortar joints                                   | 20,000                                     | City                              | -                     | 20,000                | -                     | -                     | -                     |
| Window maintenance/replacement                             | <u>18,000</u>                              | City                              | <u>-</u>              | <u>3,000</u>          | <u>5,000</u>          | <u>5,000</u>          | <u>5,000</u>          |
|  | 79,800                                     |                                   | 14,500                | 33,500                | 12,100                | 10,000                | 9,700                 |
| <b><i>Parks 101-825.000</i></b>                            |  |                                   |                       |                       |                       |                       |                       |
| Lincoln Park Pavillion Utilities                           | 50,000                                     | City                              | 50,000                | -                     | -                     | -                     | -                     |
| Lincoln Park Lighting                                      | 2,000                                      | City                              | 2,000                 | -                     | -                     | -                     | -                     |
| Lincoln Park Drinking Fountain                             | -  | City                              | -                     | -                     | -                     | -                     | -                     |
| Security Cameras   | 5,000                                      | City                              | -                     | -                     | 5,000                 | -                     | -                     |
| Disc Golf Improvements                                     | -  | City                              | -                     | -                     | -                     | -                     | -                     |
| Picnic Tables & Grills - All Parks                         | 500  | City                              | -                     | -                     | -                     | 500                   | -                     |
| Playground Equip. Replacement                              | 4,000                                      | City                              | -                     | -                     | 2,000                 | -                     | 2,000                 |
| Playground Surfacing                                       | 14,000                                     | City                              | -                     | 3,500                 | 3,500                 | 3,500                 | 3,500                 |
| Trees & Landscaping  | <u>8,000</u>                               | City                              | <u>-</u>              | <u>2,000</u>          | <u>2,000</u>          | <u>2,000</u>          | <u>2,000</u>          |
|  | 83,500                                     |                                   | 52,000                | 5,500                 | 12,500                | 6,000                 | 7,500                 |
| <b><i>TOTAL GENERAL FUND</i></b>                           | <b><u>1,852,950</u></b>                    |                                   | <b><u>266,850</u></b> | <b><u>405,000</u></b> | <b><u>421,900</u></b> | <b><u>434,250</u></b> | <b><u>324,950</u></b> |



|                                  | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b> | <b><u>12/13</u></b> | <b><u>13/14</u></b> | <b><u>14/15</u></b> | <b><u>15/16</u></b> |
|----------------------------------|--|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>MAJOR STREET FUND (202)</b>   |  |                                   |                     |                     |                     |                     |                     |
| No. Sheldon - Phase 1            | 520,000                                    | City                              | 75,000              | 429,000             | -                   | -                   | -                   |
| No. Sheldon - Phase 2            | -  | City                              | -                   | -                   | -                   | -                   | -                   |
| Signs to meet retroreflectivity  | 28,000                                     | City                              | 7,000               | 7,000               | 7,000               | 7,000               |                     |
| Preventative Maintenance         | 70,000                                     | City                              | 10,000              | 15,000              | 15,000              | 15,000              | 15,000              |
| Repair/ Reconstruction           | 1,600,000                                  | City                              | -                   | 300,000             | 300,000             | 400,000             | 400,000             |
| <b>TOTAL MAJOR STREET FUND</b>   | <b>1,600,000</b>                           |                                   | <b>92,000</b>       | <b>751,000</b>      | <b>322,000</b>      | <b>422,000</b>      | <b>415,000</b>      |
| <b>Grant Funds</b>               |  |                                   |                     |                     |                     |                     |                     |
| No. Sheldon                      | 750,000                                    | MDOT                              | -                   | 375,000             | -                   | -                   | 375,000             |
|                                  | 750,000                                    |                                   | -                   | 375,000             | -                   | -                   | 375,000             |
| <b>LOCAL STREET FUND (203)</b>   |  |                                   |                     |                     |                     |                     |                     |
| Gravel Roads                     | 220,000                                    | GF/ACT 51                         | 5,000               | 200,000             | 5,000               | 5,000               | 5,000               |
| Signs to meet retroreflectivity  | 28,000                                     | City                              | 7,000               | 7,000               | 7,000               | 7,000               |                     |
| Preventative Maintenance         | 70,000                                     | City                              | -                   | 15,000              | 15,000              | 15,000              | 15,000              |
| Repair/ Reconstruction           | 1,717,000                                  | GF/ACT 51                         | 567,000             | 250,000             | 300,000             | 300,000             | 300,000             |
| <b>TOTAL LOCAL STREET FUND</b>   | <b>2,035,000</b>                           |                                   | <b>579,000</b>      | <b>472,000</b>      | <b>327,000</b>      | <b>327,000</b>      | <b>320,000</b>      |
| <b>MDOT STREET PROJECTS</b>      |  |                                   |                     |                     |                     |                     |                     |
| S. Cochran Bridge                |  | MDOT                              | X                   | X                   | X                   | X                   | X                   |
| Widening of M-50                 |  | MDOT                              | X                   | X                   | X                   | X                   | X                   |
| <b>D.D.A. FUND (260)</b>         |  |                                   |                     |                     |                     |                     |                     |
| Parking Lot Improvements         | 15,000                                     | City                              | 15,000              | -                   | -                   | -                   | -                   |
| Residential Façade Grant Program | 12,500                                     | City                              | 2,500               | 2,500               | 2,500               | 2,500               | 2,500               |
|                                  | 27,500                                     |                                   | 17,500              | 2,500               | 2,500               | 2,500               | 2,500               |
| <b>AIRPORT FUND (280)</b>        |  |                                   |                     |                     |                     |                     |                     |
| <b>Airport 280-830.000</b>       |  |                                   |                     |                     |                     |                     |                     |
| Local Match for MDOT projects    | 44,000                                     | City                              | 14,000              | 7,500               | 7,500               | 7,500               | 7,500               |
| Facility Repairs                 | 2,000                                      | GF/ACT 51                         | -                   | 1,000               | -                   | 1,000               | -                   |
| <b>TOTAL AIRPORT FUND</b>        | <b>46,000</b>                              |                                   | <b>14,000</b>       | <b>8,500</b>        | <b>7,500</b>        | <b>8,500</b>        | <b>7,500</b>        |



|  | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b> | <b><u>12/13</u></b> | <b><u>13/14</u></b> | <b><u>14/15</u></b> | <b><u>15/16</u></b> |
|--|--|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>WATER &amp; SEWER FUND (510):</b>       |  |                                   |                     |                     |                     |                     |                     |
| <b>Water</b>                               |  |                                   |                     |                     |                     |                     |                     |
| New Mains (Dept. 676)                      | 10,000                                     | City/ DWRF                        | -                   | 2,000               | 2,000               | 2,000               | 2,000               |
| New Services (Dept. 677)                   | 21,000                                     | City                              | 2,310               | 4,000               | 4,000               | 5,000               | 5,000               |
| New Equipment (Dept. 678)                  | 6,500                                      | City                              | 1,000               | 1,000               | 1,500               | 1,500               | 1,500               |
| Water New Meters (Dept. 679)               | 6,500                                      | City                              | 23,270              | 15,000              | 25,000              | 15,000              | 25,000              |
| New Hydrants (Dept. 680)                   | 29,900                                     | City                              | 1,660               | 1,300               | 1,300               | 1,300               | 13,000              |
| Water Tower Maintenance (Dept. 681)        | 24,000                                     | City                              | 4,500               | 2,500               | 12,000              | 3,000               | 4,000               |
| Replace Mains (Dept. 682)                  | 735,000                                    | City                              | 140,480             | 145,000             | 150,000             | 150,000             | 150,000             |
| Replace Services (Dept. 683)               | 280,000                                    | City                              | 43,660              | 54,000              | 56,000              | 58,000              | 60,000              |
| Replace Water Equipment (Dept. 684)        | 13,000                                     | City                              | 1,000               | 500                 | 10,000              | 1,000               | 1,000               |
| Replace Hydrants (Dept. 685)               | 22,000                                     | City                              | 3,560               | 4,000               | 4,000               | 5,000               | 5,000               |
| Wellhead Protection (Dept 686)             | 22,000                                     | City                              | 5,000               | 5,000               | 5,000               | 5,000               | 5,000               |
| Water Production & Operation (Dept. 661)   | 60,000                                     | City                              | 60,000              | -                   | -                   | -                   | -                   |
| Building & Grounds Maintenance (Dept. 662) | 15,000                                     | City                              | 15,400              | -                   | -                   | -                   | -                   |
| County Loop (Dept. 661)                    | 1,600,000                                  | City/DWRF                         | -                   | -                   | -                   | -                   | 1,600,000           |
| Water Treatment Facility (Dept. 661)       | 3,000,000                                  | City/ DWRF                        | -                   | -                   | 3,000,000           | -                   | -                   |
| Total Water                                | 5,844,900                                  |                                   | 301,840             | 234,300             | 3,270,800           | 246,800             | 1,871,500           |



|  | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b>   | <b><u>12/13</u></b>   | <b><u>13/14</u></b>     | <b><u>14/15</u></b>   | <b><u>15/16</u></b>     |
|--|--|-----------------------------------|-----------------------|-----------------------|-------------------------|-----------------------|-------------------------|
| <b>Sewer</b>                                     |  |                                   |                       |                       |                         |                       |                         |
| New Mains (Dept. 670)                            | -  | City                              | -                     | -                     | -                       | -                     | -                       |
| New Services (Dept. 671)                         | 17,330                                     | City                              | 2,330                 | 2,000                 | 3,000                   | 5,000                 | 5,000                   |
| New Equipment (Dept. 672)                        | 18,000                                     | City                              | 5,000                 | 2,000                 | 5,000                   | 3,000                 | 3,000                   |
| Replace Services (Dept. 674)                     | 48,810                                     | City                              | 8,810                 | 10,000                | 10,000                  | 10,000                | 10,000                  |
| Replace Equipment (Dept. 675)                    | 63,500                                     | City                              | 10,000                | 8,000                 | 9,000                   | 10,000                | 10,000                  |
| WWTP Operations (Dept. 631)                      | 80,000                                     | City                              | 80,000                | -                     | -                       | -                     | -                       |
| WWTP Bldg. & Yard Maintenance (Dept. 632)        | 46,000                                     | City                              | 15,000                | -                     | -                       | -                     | -                       |
| Replace Mains (Dept. 673)                        | 25,000                                     | City                              | -                     | -                     | 25,000                  | -                     | -                       |
| Primary clarifier #3 repair (Dept. 631)          | 20,000                                     | City                              | -                     | 20,000                | -                       | -                     | -                       |
| Secondary digester cleaning (Dept. 631)          | 5,000                                      | City                              | -                     | 5,000                 | -                       | -                     | -                       |
| Secondary clarifier #3 repair (Dept. 631)        | 20,000                                     | City                              | -                     | -                     | 20,000                  | -                     | -                       |
| Replace screening auger w/auto-rake (Dept.672)   | 85,000                                     | City                              | -                     | -                     | -                       | 85,000                | -                       |
| Generator hookup at wwtp (Dept.632)              | 10,000                                     | City                              | -                     | -                     | -                       | 10,000                | -                       |
| Lansing St. lift station VFD upgrade (Dept. 626) | 35,000                                     | City                              | -                     | -                     | -                       | 35,000                | -                       |
| Install UV Disinfection (Dept 631)               | 500,000                                    | City                              | -                     | -                     | -                       | 500,000               | -                       |
| Total Sewer                                      | 973,640                                    |                                   | 121,140               | 47,000                | 72,000                  | 658,000               | 28,000                  |
| <b>TOTAL WATER &amp; SEWER FUND</b>              | <b><u>6,818,540</u></b>                    |                                   | <b><u>422,980</u></b> | <b><u>281,300</u></b> | <b><u>3,342,800</u></b> | <b><u>904,800</u></b> | <b><u>1,899,500</u></b> |



|   | <b><u>Total<br/>Estimated<br/>Cost</u></b> | <b><u>Source of<br/>Funds</u></b> | <b><u>11/12</u></b>  | <b><u>12/13</u></b>  | <b><u>13/14</u></b>   | <b><u>14/15</u></b>  | <b><u>15/16</u></b>  |
|---|--|-----------------------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|
| <b>MOTOR VEHICLE POOL FUND (601)</b>      |  |                                   |                      |                      |                       |                      |                      |
| Loader Plow                               | 8,000                                      | MVP                               | 8,000                | -                    | -                     | -                    | -                    |
| # 007 - V-Plow                            | 10,000                                     | MVP                               | 10,000               | -                    | -                     | -                    | -                    |
| # 063 - Trailer Mounted Standby Generator | 27,000                                     | MVP                               | 27,000               | -                    | -                     | -                    | -                    |
| # 002 - Rebuild Dump Truck with Scraper   | 20,000                                     | MVP                               | 20,000               | -                    | -                     | -                    | -                    |
| # 072 - 2001 Pickup                       | 24,000                                     | MVP                               | 24,000               | -                    | -                     | -                    | -                    |
| Transit and Tri-pod                       | 2,000                                      | MVP                               | 2,000                | -                    | -                     | -                    | -                    |
| # 010 - 2003 Pickup                       | 50,000                                     | MVP                               | -                    | 50,000               | -                     | -                    | -                    |
| # 011 - 2000 Pickup                       | 20,000                                     | MVP                               | -                    | 20,000               | -                     | -                    | -                    |
| # 001 - Dump Truck with Scraper           | 71,000                                     | MVP                               | -                    | -                    | 71,000                | -                    | -                    |
| # 012 - 2003 Pickup                       | 22,000                                     | MVP                               | -                    | -                    | 22,000                | -                    | -                    |
| # 029 - Bandit Brush Chipper              | 25,000                                     | MVP                               | -                    | -                    | 25,000                | -                    | -                    |
| # 003 - 2001 Pickup                       | 20,000                                     | MVP                               | -                    | -                    | -                     | 20,000               | -                    |
| # 019 - 2001 Pickup                       | 20,000                                     | MVP                               | -                    | -                    | -                     | 20,000               | -                    |
| # 009 - Air Compressor                    | 20,000                                     | MVP                               | -                    | -                    | -                     | 10,000               | -                    |
| # 074 - 2005 4x4 Pickup with Hoist        | 30,000                                     | MVP                               | -                    | -                    | -                     | -                    | 30,000               |
| <b>TOTAL MVP FUND</b>                     | <b><u>369,000</u></b>                      |                                   | <b><u>91,000</u></b> | <b><u>70,000</u></b> | <b><u>118,000</u></b> | <b><u>50,000</u></b> | <b><u>30,000</u></b> |



# Wage Scale effective 7/1/2011

|                                      |      | < 6<br>Months<br><b>P</b> | 6-12<br>Months<br><b>A</b> | 12-24<br>Months<br><b>B</b> | 24-36<br>Months<br><b>C</b> | > 36<br>Months<br><b>D</b> |        |          |
|--------------------------------------|------|---------------------------|----------------------------|-----------------------------|-----------------------------|----------------------------|--------|----------|
| <hr/>                                |      |                           |                            |                             |                             |                            |        |          |
| <b>POLICE - F.O.P.</b>               |      |                           |                            |                             |                             |                            |        |          |
| Officers                             | 9    | 17.25                     | -                          | 18.61                       | 20.56                       | 22.45                      |        |          |
| Detective                            | 2    |                           |                            |                             |                             |                            | 23.19  |          |
| Sergeant                             | 4    |                           |                            |                             |                             |                            | 25.54  |          |
| <b>POLICE ADMINISTRATION</b>         |      |                           |                            |                             |                             |                            |        |          |
| Lieutenant                           | 1    |                           |                            |                             |                             |                            | 54,987 | - 65,596 |
| Chief                                | 1    |                           |                            |                             |                             |                            | 58,861 | - 70,222 |
| Secretary                            | 1    | 13.31                     | 14.15                      | 14.94                       | 16.23                       | 17.40                      |        |          |
| <b>FIRE</b>                          |      |                           |                            |                             |                             |                            |        |          |
| Captain (108 hrs.)                   | 3    | 14.66                     |                            | to                          |                             | 17.48                      |        |          |
| Captain/Building Inspector (90 hrs.) | 1    | 17.59                     |                            | to                          |                             | 21.01                      |        |          |
| Code Enforce. Officer                | 1    | 16.19                     |                            | to                          |                             | 19.25                      |        |          |
| Fire Compliance Officer              | 0.6  | 11.34                     |                            | to                          |                             | 14.05                      |        |          |
| Extra Station Help/Leave Fill-in     |      | 10.54                     |                            | to                          |                             | 12.93                      |        |          |
| <b>FIRE ADMINISTRATION</b>           |      |                           |                            |                             |                             |                            |        |          |
| Chief                                | 1    |                           |                            |                             |                             |                            | 58,861 | - 70,222 |
| <b>ADMINISTRATION</b>                |      |                           |                            |                             |                             |                            |        |          |
| City Manager                         | 1    |                           |                            |                             |                             |                            | 77,788 | - 92,797 |
| Clerk                                | 1    |                           |                            |                             |                             |                            | 56,598 | - 67,521 |
| Finance Dir./Treas                   | 1    |                           |                            |                             |                             |                            | 54,422 | - 72,575 |
| Community Dev. Dir.                  | 1    |                           |                            |                             |                             |                            | 50,796 | - 60,318 |
| Deputy Clerk                         | 1    | 17.07                     | 17.61                      | 18.13                       | 19.16                       | 20.50                      |        |          |
| Deputy City Treasurer                | 1    | 17.07                     | 17.61                      | 18.13                       | 19.16                       | 20.50                      |        |          |
| Accounting Clerk                     | 1    | 13.29                     | 14.13                      | 14.92                       | 16.21                       | 17.38                      |        |          |
| Deputy Assessor                      | 1    | 17.07                     | 17.61                      | 18.13                       | 19.16                       | 20.50                      |        |          |
| Custodian                            | 0.67 | 9.99                      | 10.51                      | 11.57                       | 12.62                       | 13.67                      |        |          |



# **Wage Scale effective 7/1/2011**

|                                    |   | < 6<br>Months<br><b>P</b> | 6-12<br>Months<br><b>A</b> | 12-24<br>Months<br><b>B</b> | 24-36<br>Months<br><b>C</b> | > 36<br>Months<br><b>D</b> |        |          |
|------------------------------------|---|---------------------------|----------------------------|-----------------------------|-----------------------------|----------------------------|--------|----------|
| <hr/>                              |   |                           |                            |                             |                             |                            |        |          |
| <b>RECYCLING</b>                   |   |                           |                            |                             |                             |                            |        |          |
| Part-time laborers                 | 6 |                           |                            |                             |                             |                            | 6.95   | - 8.55   |
| Lead Operator                      | 1 |                           |                            |                             |                             |                            | 10.00  |          |
| Coordinator                        | 1 | 10.82                     |                            | to                          |                             | 13.41                      |        |          |
| <b>PUBLIC WORKS - S.E.I.U.</b>     |   |                           |                            |                             |                             |                            |        |          |
| DPW I                              | 0 | 16.99                     | 18.13                      | 19.63                       | 21.10                       | 22.61                      |        |          |
| DPW II                             | 4 | 16.62                     | 17.77                      | 19.25                       | 20.74                       | 22.26                      |        |          |
| Mechanic                           | 1 | 17.39                     | 17.77                      | 18.15                       | 18.86                       | 19.62                      |        |          |
| DPW III                            | 6 | 14.39                     | 15.52                      | 16.62                       | 18.14                       | 19.63                      |        |          |
| DPW IV                             | 4 | 12.14                     | 13.63                      | 15.15                       | 16.27                       | 17.39                      |        |          |
| Park Rangers                       | 4 | 9.28                      | -                          | -                           | -                           | 10.37                      |        |          |
| <b>PUBLIC WORKS ADMINISTRATION</b> |   |                           |                            |                             |                             |                            |        |          |
| Director of PW                     | 1 |                           |                            |                             |                             |                            | 64,688 | - 77,172 |
| Supr W / WW                        | 1 |                           |                            |                             |                             |                            | 54,987 | - 65,596 |
| DPW Foreman                        | 1 |                           |                            |                             |                             |                            | 54,987 | - 65,596 |
| Asst Supt W / WW                   | 1 |                           |                            |                             |                             |                            | 45,084 | - 53,783 |
| DPW Secretary                      | 1 | 13.31                     | 14.15                      | 14.94                       | 16.23                       | 17.40                      |        |          |



**CITY OF CHARLOTTE**

Long-Term Debt Requirements Summary

|          |        | 2008       | Building    |            | 1996      | 1999 Water | 2005 Water | Total      |  |            |            |           |           |            |         |
|----------|--------|------------|-------------|------------|-----------|------------|------------|------------|--|------------|------------|-----------|-----------|------------|---------|
|          | MEDC   | Facility   | Authority   | Michigan   | County of | & Sewer    | & Sewer    | Annual     |  | Annual     | Annual     | Annual    | Annual    | Annual     | Annual  |
|          | Loan   | Building & | Bonds       | Transporta | Eaton     | Revenue    | Revenue    | Debt       |  | Tax Levy   | General    | Major     | Local     | LDFA Debt  | Water & |
|          |        | Site Bonds | Series 2001 | tion Bond  | Bonds     | Bonds      | Bonds      | Obligation |  | Obligation | Obligation | Fund Debt | Fund Debt | Obligation | Sewer   |
| FY 11/12 | 17,874 | 194,376    | 69,970      | 73,438     | -         | -          | 581,160    | 355,657    |  | 194,376    | 46,880     | 47,734    | 25,703    | 17,874     | 604,250 |
| FY 12/13 | 17,874 | 201,282    | 72,386      | 75,590     | -         | -          | 578,910    | 367,132    |  | 201,282    | 48,499     | 49,134    | 26,457    | 17,874     | 602,797 |
| FY 13/14 | 17,874 | 202,776    | 69,506      | 72,560     | -         | -          | 581,310    | 362,716    |  | 202,776    | 46,569     | 47,164    | 25,396    | 17,874     | 604,247 |
| FY 14/15 | 17,874 | 204,062    | 71,566      | 74,340     | -         | -          | 581,310    | 367,842    |  | 204,062    | 47,949     | 48,321    | 26,019    | 17,874     | 604,927 |
| FY 15/16 | 4,468  | 205,144    | 68,316      | 75,813     | -         | -          | 580,710    | 353,741    |  | 205,144    | 45,772     | 49,278    | 26,534    | 4,468      | 603,254 |
| FY 16/17 | -      | 206,018    | -           | 76,988     | -         | -          | 579,510    | 283,006    |  | 206,018    | -          | 50,042    | 26,946    | -          | 579,510 |
| FY 17/18 | -      | 206,688    | -           | -          | -         | -          | 577,710    | 206,688    |  | 206,688    | -          | -         | -         | -          | 577,710 |
| FY 18/19 | -      | 207,150    | -           | -          | -         | -          | 580,310    | 207,150    |  | 207,150    | -          | -         | -         | -          | 580,310 |
| FY 19/20 | -      | 207,406    | -           | -          | -         | -          | 576,882    | 207,406    |  | 207,406    | -          | -         | -         | -          | 576,882 |
| FY 20/21 | -      | 207,456    | -           | -          | -         | -          | 577,612    | 207,456    |  | 207,456    | -          | -         | -         | -          | 577,612 |
| FY 21/22 | -      | 207,300    | -           | -          | -         | -          | 577,278    | 207,300    |  | 207,300    | -          | -         | -         | -          | 577,278 |
| FY 22/23 | -      | 206,938    | -           | -          | -         | -          | 576,112    | 206,938    |  | 206,938    | -          | -         | -         | -          | 576,112 |
| FY 23/24 | -      | 211,368    | -           | -          | -         | -          | 578,588    | 211,368    |  | 211,368    | -          | -         | -         | -          | 578,588 |
| FY 24/25 | -      | 210,388    | -           | -          | -         | -          | -          | 210,388    |  | 210,388    | -          | -         | -         | -          | -       |
| FY 25/26 | -      | 214,200    | -           | -          | -         | -          | -          | 214,200    |  | 214,200    | -          | -         | -         | -          | -       |
| FY 26/27 | -      | 212,600    | -           | -          | -         | -          | -          | 212,600    |  | 212,600    | -          | -         | -         | -          | -       |
| FY 27/28 | -      | 215,588    | -           | -          | -         | -          | -          | 215,588    |  | 215,588    | -          | -         | -         | -          | -       |
| FY 28/29 | -      | 213,150    | -           | -          | -         | -          | -          | 213,150    |  | 213,150    | -          | -         | -         | -          | -       |
| FY 29/30 | -      | 215,500    | -           | -          | -         | -          | -          | 215,500    |  | 215,500    | -          | -         | -         | -          | -       |
| FY 30/31 | -      | 217,426    | -           | -          | -         | -          | -          | 217,426    |  | 217,426    | -          | -         | -         | -          | -       |
| FY 31/32 | -      | 218,926    | -           | -          | -         | -          | -          | 218,926    |  | 218,926    | -          | -         | -         | -          | -       |



## CITY OF CHARLOTTE

### Long-Term Debt Requirements

MEDC Loan  
June 30, 2009

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|                  |   |
|------------------|---|
| Date of Issue    | April 12, 2001                              |
| Date of Maturity | September 1, 2016                           |
| Amount of Loan   | \$229,229                                   |
| Interest Rates   | 0%  |
| Payment Dates    | September 1, December 1, March 1 and June 1 |

### CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

| <u>Fiscal Year</u> | <u>Principal</u>  | <u>Interest</u> | <u>Totals</u>     |
|--------------------|-------------------|-----------------|-------------------|
| 2005/2006          | 28,152            | -               | 28,152            |
| 2006/2007          | 17,874            | -               | 17,874            |
| 2007/2008          | 17,874            | -               | 17,874            |
| 2008/2009          | 17,874            | -               | 17,874            |
| 2009/2010          | 17,874            | -               | 17,874            |
| 2010/2011          | 17,874            | -               | 17,874            |
| 2011/2012          | 17,874            | -               | 17,874            |
| 2012/2013          | 17,874            | -               | 17,874            |
| 2013/2014          | 17,874            | -               | 17,874            |
| 2014/2015          | 17,874            | -               | 17,874            |
| 2015/2016          | 17,874            | -               | 17,874            |
| 2016/2017          | 4,468             | -               | 4,468             |
|                    | <u>\$ 211,356</u> | <u>\$ -</u>     | <u>\$ 211,356</u> |



**CITY OF CHARLOTTE**

Long-Term Debt Requirements

Building Authority Bonds Series 2001

June 30, 2009

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|                         |   |
|-------------------------|---|
| Date of Issue           | April 12, 2001                              |
| Date of Maturity        | April 1, 2016                               |
| Amount Issued           | \$735,000                                   |
| Denomination of Bonds   | \$5,000                                     |
| Interest Rates          | 3.70% - 5.10%                               |
| Interest Dates          | October 1 and April 1                       |
| Principal Maturity Date | April 1                                     |
| Paying Agent            | US Bank - Corporate and Institutional Trust |

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

| <u>Year</u> | <u>Principal</u>  | <u>Interest</u>   | <u>Totals</u>       | <u>Interest Due On</u> |                   |               |                   |
|-------------|-------------------|-------------------|---------------------|------------------------|-------------------|---------------|-------------------|
|             |                   |                   |                     | <u>Oct. 1</u>          | <u>Amount</u>     | <u>Apr. 1</u> | <u>Amount</u>     |
| 2002        | 35,000            | 32,970            | 67,970              | 2001                   | 16,485            | 2002          | 16,485            |
| 2003        | 35,000            | 31,676            | 66,676              | 2002                   | 15,838            | 2003          | 15,838            |
| 2004        | 40,000            | 30,346            | 70,346              | 2003                   | 15,173            | 2004          | 15,173            |
| 2005        | 40,000            | 28,786            | 68,786              | 2004                   | 14,393            | 2005          | 14,393            |
| 2006        | 40,000            | 27,186            | 67,186              | 2005                   | 13,593            | 2006          | 13,593            |
| 2007        | 45,000            | 25,546            | 70,546              | 2006                   | 12,773            | 2007          | 12,773            |
| 2008        | 45,000            | 23,654            | 68,654              | 2007                   | 11,827            | 2008          | 11,827            |
| 2009        | 50,000            | 21,720            | 71,720              | 2008                   | 10,860            | 2009          | 10,860            |
| 2010        | 50,000            | 19,520            | 69,520              | 2009                   | 9,760             | 2010          | 9,760             |
| 2011        | 50,000            | 17,270            | 67,270              | 2010                   | 8,635             | 2011          | 8,635             |
| <b>2012</b> | <b>55,000</b>     | <b>14,970</b>     | <b>69,970</b>       | <b>2011</b>            | <b>7,485</b>      | <b>2012</b>   | <b>7,485</b>      |
| 2013        | 60,000            | 12,386            | 72,386              | 2012                   | 6,193             | 2013          | 6,193             |
| 2014        | 60,000            | 9,506             | 69,506              | 2013                   | 4,753             | 2014          | 4,753             |
| 2016        | 65,000            | 6,566             | 71,566              | 2014                   | 3,283             | 2015          | 3,283             |
| 2017        | 65,000            | 3,316             | 68,316              | 2016                   | 1,658             | 2016          | 1,658             |
|             | <u>\$ 735,000</u> | <u>\$ 305,418</u> | <u>\$ 1,040,418</u> |                        | <u>\$ 152,709</u> |               | <u>\$ 152,709</u> |



**CITY OF CHARLOTTE**

Long-Term Debt Requirements

Michigan Transportation Bond  
June 30, 2009

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|                         |   |
|-------------------------|---|
| Date of Issue           | July 1, 2001                                |
| Date of Maturity        | July 1, 2016                                |
| Amount Issued           | \$775,000                                   |
| Denomination of Bonds   | \$5,000                                     |
| Interest Rates          | 3.75% - 5.30%                               |
| Interest Dates          | January 1 and July 1                        |
| Principal Maturity Date | July 1                                      |
| Paying Agent            | US Bank - Corporate and Institutional Trust |

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

| <u>Year</u> | <u>Principal</u>  | <u>Interest</u>   | <u>Totals</u>       | <u>Interest Due On</u> |                   |               |                   |
|-------------|-------------------|-------------------|---------------------|------------------------|-------------------|---------------|-------------------|
|             |                   |                   |                     | <u>July 1</u>          | <u>Amount</u>     | <u>Jan. 1</u> | <u>Amount</u>     |
|             |                   | 18,451            | 18,451              |                        | -                 | 2002          | 18,451            |
| 2003        | 35,000            | 36,246            | 71,246              | 2002                   | 18,451            | 2003          | 17,795            |
| 2004        | 35,000            | 34,890            | 69,890              | 2003                   | 17,795            | 2004          | 17,095            |
| 2005        | 40,000            | 33,370            | 73,370              | 2004                   | 17,095            | 2005          | 16,275            |
| 2006        | 40,000            | 31,700            | 71,700              | 2005                   | 16,275            | 2006          | 15,425            |
| 2007        | 45,000            | 29,860            | 74,860              | 2006                   | 15,425            | 2007          | 14,435            |
| 2008        | 45,000            | 27,858            | 72,858              | 2007                   | 14,435            | 2008          | 13,423            |
| 2009        | 45,000            | 25,810            | 70,810              | 2008                   | 13,423            | 2009          | 12,388            |
| 2010        | 50,000            | 23,600            | 73,600              | 2009                   | 12,388            | 2010          | 11,213            |
| 2011        | 55,000            | 21,105            | 76,105              | 2010                   | 11,213            | 2011          | 9,893             |
| 2012        | 55,000            | 18,438            | 73,438              | 2011                   | 9,893             | 2012          | 8,545             |
| 2013        | 60,000            | 15,590            | 75,590              | 2012                   | 8,545             | 2013          | 7,045             |
| 2014        | 60,000            | 12,560            | 72,560              | 2013                   | 7,045             | 2014          | 5,515             |
| 2015        | 65,000            | 9,340             | 74,340              | 2014                   | 5,515             | 2015          | 3,825             |
| 2016        | 70,000            | 5,813             | 75,813              | 2015                   | 3,825             | 2016          | 1,988             |
| 2017        | 75,000            | 1,988             | 76,988              | 2016                   | 1,988             | 2017          | -                 |
|             | <u>\$ 775,000</u> | <u>\$ 346,618</u> | <u>\$ 1,121,618</u> |                        | <u>\$ 173,309</u> |               | <u>\$ 173,309</u> |



# CITY OF CHARLOTTE

## Long-Term Debt Requirements

### 2008 Facility Building & Site Bonds June 30, 2009

|                         |   |
|-------------------------|---|
| Date of Issue           | June 4, 2008                                |
| Date of Maturity        | May 1, 2032                                 |
| Amount Issued           | \$3,000,000                                 |
| Denomination of Bonds   | \$5,000                                     |
| Interest Rates          | 4.125% - 4.250%                             |
| Interest Dates          | November 1 and May 1                        |
| Principal Maturity Date | May 1                                       |
| Paying Agent            | US Bank - Corporate and Institutional Trust |

#### CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

| <u>Year</u> | <u>Principal</u>    | <u>Interest</u>     | <u>Totals</u>       | <u>Interest Due On</u> |                   |              |                   |
|-------------|---------------------|---------------------|---------------------|------------------------|-------------------|--------------|-------------------|
|             |                     |                     |                     | <u>1-Nov</u>           | <u>Amount</u>     | <u>1-May</u> | <u>Amount</u>     |
| 2009        | 20,000              | 108,463             | 128,463             | 2008                   | 45,888            | 2009         | 62,575            |
| 2010        | 55,000              | 124,324             | 179,324             | 2009                   | 62,162            | 2010         | 62,162            |
| 2011        | 65,000              | 122,056             | 187,056             | 2010                   | 61,028            | 2011         | 61,028            |
| 2012        | 75,000              | 119,376             | 194,376             | 2011                   | 59,688            | 2012         | 59,688            |
| 2013        | 85,000              | 116,282             | 201,282             | 2012                   | 58,141            | 2013         | 58,141            |
| 2014        | 90,000              | 112,776             | 202,776             | 2013                   | 56,388            | 2014         | 56,388            |
| 2015        | 95,000              | 109,062             | 204,062             | 2014                   | 54,531            | 2015         | 54,531            |
| 2016        | 100,000             | 105,144             | 205,144             | 2015                   | 52,572            | 2016         | 52,572            |
| 2017        | 105,000             | 101,018             | 206,018             | 2016                   | 50,509            | 2017         | 50,509            |
| 2018        | 110,000             | 96,688              | 206,688             | 2017                   | 48,344            | 2018         | 48,344            |
| 2019        | 115,000             | 92,150              | 207,150             | 2018                   | 46,075            | 2019         | 46,075            |
| 2020        | 120,000             | 87,406              | 207,406             | 2019                   | 43,703            | 2020         | 43,703            |
| 2021        | 125,000             | 82,456              | 207,456             | 2020                   | 41,228            | 2021         | 41,228            |
| 2022        | 130,000             | 77,300              | 207,300             | 2021                   | 38,650            | 2022         | 38,650            |
| 2023        | 135,000             | 71,938              | 206,938             | 2022                   | 35,969            | 2023         | 35,969            |
| 2024        | 145,000             | 66,368              | 211,368             | 2023                   | 33,184            | 2024         | 33,184            |
| 2025        | 150,000             | 60,388              | 210,388             | 2024                   | 30,194            | 2025         | 30,194            |
| 2026        | 160,000             | 54,200              | 214,200             | 2025                   | 27,100            | 2026         | 27,100            |
| 2027        | 165,000             | 47,600              | 212,600             | 2026                   | 23,800            | 2027         | 23,800            |
| 2028        | 175,000             | 40,588              | 215,588             | 2027                   | 20,294            | 2028         | 20,294            |
| 2029        | 180,000             | 33,150              | 213,150             | 2028                   | 16,575            | 2029         | 16,575            |
| 2030        | 190,000             | 25,500              | 215,500             | 2029                   | 12,750            | 2030         | 12,750            |
| 2031        | 200,000             | 17,426              | 217,426             | 2030                   | 8,713             | 2031         | 8,713             |
| 2032        | 210,000             | 8,926               | 218,926             | 2031                   | 4,463             | 2032         | 4,463             |
|             | <u>\$ 3,000,000</u> | <u>\$ 1,880,585</u> | <u>\$ 4,880,585</u> |                        | <u>\$ 931,949</u> |              | <u>\$ 948,636</u> |



**CITY OF CHARLOTTE**

Long-Term Debt Requirements

2005 Water & Sewer Revenue Refunding Bonds  
June 30, 2009

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|                         |   |
|-------------------------|---|
| Date of Issue           | August 4, 2005                              |
| Date of Maturity        |   |
| Amount Issued           | \$6,570,000                                 |
| Denomination of Bonds   |   |
| Interest Rates          | 3.000% - 4.250%                             |
| Interest Dates          | December 1 and June 1                       |
| Principal Maturity Date | June 1                                      |
| Paying Agent            | US Bank - Corporate and Institutional Trust |

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

| <u>Year</u> | <u>Principal</u>    | <u>Interest</u>     | <u>Totals</u>       | <u>Interest Due On</u> |                     |              |                     |
|-------------|---------------------|---------------------|---------------------|------------------------|---------------------|--------------|---------------------|
|             |                     |                     |                     | <u>1-Dec</u>           | <u>Amount</u>       | <u>1-Jun</u> | <u>Amount</u>       |
| 2006        | 40,000              | 213,848             | 253,848             | 2005                   | 84,243              | 2006         | 129,605             |
| 2007        | 40,000              | 258,010             | 298,010             | 2006                   | 129,005             | 2007         | 129,005             |
| 2008        | 40,000              | 256,810             | 296,810             | 2007                   | 128,405             | 2008         | 128,405             |
| 2009        | 45,000              | 255,610             | 300,610             | 2008                   | 127,805             | 2009         | 127,805             |
| 2010        | 325,000             | 254,260             | 579,260             | 2009                   | 127,130             | 2010         | 127,130             |
| 2011        | 335,000             | 242,886             | 577,886             | 2010                   | 121,443             | 2011         | 121,443             |
| 2012        | 350,000             | 231,160             | 581,160             | 2011                   | 115,580             | 2012         | 115,580             |
| 2013        | 360,000             | 218,910             | 578,910             | 2012                   | 109,455             | 2013         | 109,455             |
| 2014        | 375,000             | 206,310             | 581,310             | 2013                   | 103,155             | 2014         | 103,155             |
| 2015        | 390,000             | 191,310             | 581,310             | 2014                   | 95,655              | 2015         | 95,655              |
| 2016        | 405,000             | 175,710             | 580,710             | 2015                   | 87,855              | 2016         | 87,855              |
| 2017        | 420,000             | 159,510             | 579,510             | 2016                   | 79,755              | 2017         | 79,755              |
| 2018        | 435,000             | 142,710             | 577,710             | 2017                   | 71,355              | 2018         | 71,355              |
| 2019        | 455,000             | 125,310             | 580,310             | 2018                   | 62,655              | 2019         | 62,655              |
| 2020        | 470,000             | 106,882             | 576,882             | 2019                   | 53,441              | 2020         | 53,441              |
| 2021        | 490,000             | 87,612              | 577,612             | 2020                   | 43,806              | 2021         | 43,806              |
| 2022        | 510,000             | 67,278              | 577,278             | 2021                   | 33,639              | 2022         | 33,639              |
| 2023        | 530,000             | 46,112              | 576,112             | 2022                   | 23,056              | 2023         | 23,056              |
| 2024        | 555,000             | 23,588              | 578,588             | 2023                   | 11,794              | 2024         | 11,794              |
|             | <u>\$ 6,570,000</u> | <u>\$ 3,263,826</u> | <u>\$ 9,833,826</u> |                        | <u>\$ 1,609,232</u> |              | <u>\$ 1,654,594</u> |



**City of Charlotte**  
**Schedule of Operating Transfers**  
**FY 2011/2012**

|   | <b><u>Fund #</u></b> | <b><u>Amount</u></b> |
|---|----------------------|----------------------|
| <b>CONTRIBUTION FROM GENERAL FUND:</b>              | <b>101</b>           |                      |
| To Major Street Fund                                | 202                  | \$ 6,385             |
| To Local Street Fund                                | 203                  | 150,600              |
| To Airport Fund                                     | 280                  | 54,250               |
| To Building Authority Bonds 2001 Fund               | 311                  | <u>45,538</u>        |
|   |                      | \$ 256,773           |
| <br><b>CONTRIBUTION FROM MAJOR STREET FUND</b>      | <br><b>202</b>       |                      |
| To Local Street Fund                                | 203                  | \$ 150,000           |
| To Michigan Transportation Bonds 2001 Fund          | 312                  | \$ 44,145            |
| <br><b>CONTRIBUTION FROM LOCAL STREET FUND</b>      | <br><b>203</b>       |                      |
| To Michigan Transportation Bonds 2001 Fund          | 312                  | \$ 29,485            |
| <br><b>CONTRIBUTION FROM LDFA FUND</b>              | <br><b>261</b>       |                      |
| To General Fund                                     | 101                  | \$ 17,874            |
| <br><b>CONTRIBUTION FROM RECYCLING FUND</b>         | <br><b>500</b>       |                      |
| To General Fund                                     | 101                  | \$ 7,200             |
| <br><b>CONTRIBUTION FROM WATER &amp; SEWER FUND</b> | <br><b>510</b>       |                      |
| To General Fund                                     | 101                  | \$ 371,300           |
| To Building Authority Bonds 2001 Fund               | 311                  | <u>22,430</u>        |
|   |                      | \$ 393,730           |
| <br><b>CONTRIBUTION FROM MOTOR VEHICLE POOL</b>     | <br><b>601</b>       |                      |
| To General Fund                                     | 101                  | \$ 45,400            |



**City of Charlotte**  
**Ten Year History of Revenues & Expenditures**

|                                      | <i>F-Y-E</i><br><b>2001</b> | <i>F-Y-E</i><br><b>2002</b> | <i>F-Y-E</i><br><b>2003</b> | <i>F-Y-E</i><br><b>2004</b> | <i>F-Y-E</i><br><b>2005</b> | <i>F-Y-E</i><br><b>2006</b> | <i>F-Y-E</i><br><b>2007</b> | <i>F-Y-E</i><br><b>2008</b> | <i>F-Y-E</i><br><b>2009</b> | <i>F-Y-E</i><br><b>2010</b> |
|--------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>REVENUE HISTORY</b>               |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| 101 General Fund                     |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| Taxes                                | 1,995,490                   | 2,239,586                   | 2,419,327                   | 2,500,705                   | 2,648,761                   | 2,742,872                   | 2,939,421                   | 3,083,511                   | 3,234,421                   | 3,397,800                   |
| Licenses and Permits                 | 96,282                      | 66,440                      | 70,640                      | 124,241                     | 59,018                      | 55,985                      | 90,065                      | 115,929                     | 71,916                      | 30,657                      |
| Intergovernmental                    | 1,068,226                   | 1,089,832                   | 1,132,280                   | 1,154,921                   | 1,296,082                   | 1,198,841                   | 999,671                     | 906,560                     | 924,291                     | 801,421                     |
| Charges for Services                 | 218,713                     | 253,258                     | 231,706                     | 273,456                     | 207,947                     | 210,051                     | 229,701                     | 273,285                     | 302,187                     | 355,473                     |
| Fines and Forfeits                   | 42,392                      | 29,039                      | 29,270                      | 33,293                      | 29,075                      | 29,207                      | 31,532                      | 33,183                      | 36,438                      | 29,712                      |
| All Other Revenues                   | 137,655                     | 120,827                     | 454,934                     | 155,889                     | 151,023                     | 116,920                     | 218,523                     | 257,486                     | 442,178                     | 70,664                      |
| Total General Fund                   | 3,558,758                   | 3,798,982                   | 4,338,157                   | 4,242,505                   | 4,391,906                   | 4,353,876                   | 4,508,913                   | 4,669,954                   | 5,011,431                   | 4,685,727                   |
| Other Funds                          |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| 202 Major Street Fund                | 411,857                     | 422,456                     | 411,230                     | 435,377                     | 405,053                     | 466,160                     | 439,177                     | 897,902                     | 1,890,129                   | 384,540                     |
| 203 Local Street Fund                | 184,229                     | 210,800                     | 178,408                     | 258,726                     | 179,282                     | 190,690                     | 179,337                     | 165,565                     | 164,395                     | 153,084                     |
| 230 Drug Enforcement Fund            | 172                         | 163                         | 2,382                       | 1,979                       | 4,575                       | 2,279                       | 3,960                       | 787                         | 196                         | 1,241                       |
| 240 Police Training Fund             | 4,389                       | 3,723                       | 4,000                       | 3,978                       | 4,229                       | 4,336                       | 4,157                       | 4,200                       | 3,817                       | 3,660                       |
| 260 D.D.A. Fund                      | 64,134                      | 34,683                      | 37,289                      | 33,639                      | 39,996                      | 47,312                      | 57,976                      | 56,358                      | 60,098                      | 66,665                      |
| 261 L.D.F.A Fund                     | 68,595                      | 330,007                     | 147,648                     | 180,246                     | 171,834                     | 190,889                     | 198,842                     | 190,975                     | 137,607                     | 113,428                     |
| 270 Industrial Park                  | 15,728                      | 20,562                      | 19,836                      | 4,167                       | 43,148                      | 9,307                       | 106,360                     | 9,240                       | 3,166                       | 337                         |
| 280 Airport Fund                     | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | 74,513                      |
| 290 Grant Fund                       | -                           | -                           | -                           | -                           | 135,367                     | -                           | 450,000                     | 217,275                     | 67,258                      | 283,061                     |
| 411 Building Fund                    | 1,068                       | -                           | -                           | -                           | -                           | -                           | -                           | 3,001,377                   | 16,684                      | -                           |
| 412 Building Fund (DPW Construction) | 8,531                       | 28,567                      | 4,001                       | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 413 Street Construction Fund         | -                           | -                           | 31,449                      | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 500 Trash & Recycling Fund           | 43,479                      | 45,360                      | 53,483                      | 43,763                      | 33,698                      | 41,492                      | 44,885                      | 64,265                      | 69,718                      | 56,576                      |
| 510 Water and Sewer Fund             | 2,732,541                   | 3,033,211                   | 2,836,711                   | 2,894,910                   | 2,844,639                   | 2,888,877                   | 3,085,048                   | 3,061,302                   | 2,706,116                   | 2,899,874                   |
| 511 W&S Bond Proceeds                | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 601 Motor Vehicle Pool Fund          | 317,471                     | 328,406                     | 306,464                     | 352,669                     | 338,655                     | 317,344                     | 371,182                     | 448,768                     | 499,842                     | 401,530                     |
| 602 Administrative Services          | 1,091,287                   | 1,074,631                   | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 603 Retirement Benefits              | 45,987                      | 113,683                     | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 604 Health Insurance Poo             | 363,107                     | 414,178                     | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| Total Other Funds                    | 5,352,575                   | 6,060,430                   | 4,032,901                   | 4,209,454                   | 4,200,476                   | 4,158,686                   | 4,940,924                   | 8,118,014                   | 5,619,026                   | 4,438,509                   |
| Grand Total All Funds                | 8,911,333                   | 9,859,412                   | 8,371,058                   | 8,451,959                   | 8,592,382                   | 8,512,562                   | 9,449,837                   | 12,787,968                  | 10,630,457                  | 9,124,236                   |

Fund 250 is presented in Fund 202 & 203 in FY 1999 and on, Funds 540 & 550 are part of Fund 510 in FY 1999 and on.

Funds 602, 603, and 604 are presented in the General Fund in FY 2003 and on.

NOTE: This chart is not a complete representation of each fund. Please see the CAFR which also considers transfers and other items.



**City of Charlotte**  
**Ten Year History of Revenues & Expenditures**

|                                      | <i>F-Y-E</i><br><b>2001</b> | <i>F-Y-E</i><br><b>2002</b> | <i>F-Y-E</i><br><b>2003</b> | <i>F-Y-E</i><br><b>2004</b> | <i>F-Y-E</i><br><b>2005</b> | <i>F-Y-E</i><br><b>2006</b> | <i>F-Y-E</i><br><b>2007</b> | <i>F-Y-E</i><br><b>2008</b> | <i>F-Y-E</i><br><b>2009</b> | <i>F-Y-E</i><br><b>2010</b> |
|--------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>EXPENSE HISTORY</b>               |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| 101 General Fund                     |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| General Government                   | 88,372                      | 108,316                     | 791,925                     | 528,737                     | 605,052                     | 595,040                     | 550,204                     | 609,412                     | 622,713                     | 615,309                     |
| Public Safety                        | 2,378,560                   | 2,371,088                   | 2,373,452                   | 2,297,432                   | 2,400,658                   | 2,486,594                   | 2,504,585                   | 2,775,401                   | 2,783,567                   | 2,844,023                   |
| Public Works                         | 602,912                     | 704,625                     | 656,756                     | 632,550                     | 616,390                     | 632,981                     | 661,187                     | 665,856                     | 601,881                     | 730,793                     |
| Community Service                    | 195,282                     | 207,478                     | 337,481                     | 293,785                     | 246,343                     | 256,463                     | 277,055                     | 278,712                     | 292,532                     | 277,214                     |
| Capital Outlay                       | -                           | -                           | -                           | 899,150                     | 484,274                     | 212,746                     | 83,404                      | 142,391                     | 185,664                     | 299,560                     |
| Debt Service                         | 14,147                      | 11,613                      | 11,613                      | -                           | -                           | -                           | -                           | 138,682                     | -                           | -                           |
| Total General Fund                   | 3,279,273                   | 3,403,120                   | 4,171,227                   | 4,651,654                   | 4,352,717                   | 4,183,824                   | 4,076,435                   | 4,610,454                   | 4,486,357                   | 4,766,899                   |
| 202 Major Street Fund                |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| Construction                         | -                           | -                           | 161,662                     | 8,150                       | 547                         | 27,637                      | 76,543                      | 555,359                     | -                           | -                           |
| Street Maintenance                   | 183,854                     | 120,988                     | 95,082                      | 102,482                     | 73,912                      | 69,109                      | 341,298                     | 237,356                     | 1,780,512                   | 366,383                     |
| Administration                       | 91,583                      | 104,474                     | 78,335                      | 76,467                      | 76,851                      | 81,010                      | 71,319                      | 72,548                      | 77,162                      | 50,558                      |
| Trunkline Maintenance                | 29,265                      | 22,159                      | 16,525                      | 14,638                      | 18,727                      | 16,256                      | 19,234                      | 23,147                      | 28,326                      | 21,911                      |
| Total Major Street                   | 304,702                     | 247,621                     | 351,604                     | 201,737                     | 170,037                     | 194,012                     | 508,394                     | 888,410                     | 1,886,000                   | 438,852                     |
| 203 Local Street Fund                |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| Construction                         | N/A                         | 310                         | 312                         | 189,412                     | 1,103                       | 6,469                       | 82,402                      | -                           | -                           | -                           |
| Street Maintenance                   | N/A                         | 162,709                     | 142,899                     | 140,881                     | 142,089                     | 125,684                     | 195,436                     | 169,200                     | 183,427                     | 336,859                     |
| Administration                       | N/A                         | 106,982                     | 77,222                      | 80,303                      | 82,238                      | 85,681                      | 133,631                     | 77,081                      | 81,897                      | 57,105                      |
| Total Local Street                   | 369,637                     | 270,001                     | 220,433                     | 410,596                     | 225,430                     | 217,834                     | 411,469                     | 246,281                     | 265,324                     | 393,964                     |
| 230 Police Drug Enforcement Fund     | 500                         | -                           | 200                         | 2,250                       | -                           | 5,231                       | 2,925                       | 1,848                       | -                           | -                           |
| 240 Police Training Fund             | 8,045                       | 7,710                       | 5,215                       | 7,956                       | 4,535                       | 4,186                       | 3,979                       | 3,785                       | 4,364                       | 2,815                       |
| 260 D.D.A. Fund                      | 74,749                      | 88,455                      | 26,236                      | 14,441                      | 75,271                      | 25,357                      | 21,377                      | 26,558                      | 51,031                      | 62,859                      |
| 261 L.D.F.A Fund                     | 122,053                     | 229,542                     | 248                         | -                           | 70,036                      | 27,921                      | 38,326                      | 23,109                      | 23,104                      | 38,306                      |
| 270 Industrial Park                  | 60,450                      | 40,817                      | 53,765                      | 41,447                      | 35,025                      | 41,673                      | 42,152                      | 43,127                      | 45,976                      | 46,550                      |
| 290 Grant Fund                       | -                           | -                           | -                           | -                           | 170,824                     | -                           | 513,760                     | 173,436                     | 163,771                     | 166,625                     |
| 310 G.O. Bond 1994 (DDA)             | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 311 Building Authority Bonds 2001    | -                           | 68,245                      | 66,950                      | 70,620                      | 69,060                      | 67,460                      | 70,821                      | 68,930                      | 71,995                      | 69,795                      |
| 312 Michigan Transportation Bonds    | -                           | -                           | 71,521                      | 70,165                      | 73,645                      | 71,975                      | 75,135                      | 73,133                      | 71,085                      | 73,875                      |
| 330 2008 Facility Bldg. G.O. Bond    | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | 129,464                     | 179,825                     |
| 411 Building Fund                    | -                           | -                           | -                           | -                           | -                           | -                           | -                           | 1,220,855                   | 1,268,468                   | 63,712                      |
| 412 Building Fund (DPW Construction) | 282,353                     | 909,932                     | 20,623                      | 4,001                       | -                           | -                           | -                           | -                           | -                           | -                           |
| 413 Street Construction Fund         | -                           | -                           | 721,945                     | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 500 Trash & Recycling                | 43,699                      | 44,076                      | 45,861                      | 55,816                      | 49,196                      | 49,590                      | 44,846                      | 46,995                      | 54,790                      | 57,305                      |



**City of Charlotte**  
**Ten Year History of Revenues & Expenditures**

|                               | <i>F-Y-E</i><br><b>2001</b> | <i>F-Y-E</i><br><b>2002</b> | <i>F-Y-E</i><br><b>2003</b> | <i>F-Y-E</i><br><b>2004</b> | <i>F-Y-E</i><br><b>2005</b> | <i>F-Y-E</i><br><b>2006</b> | <i>F-Y-E</i><br><b>2007</b> | <i>F-Y-E</i><br><b>2008</b> | <i>F-Y-E</i><br><b>2009</b> | <i>F-Y-E</i><br><b>2010</b> |
|-------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| 510 Water and Sewer Fund      |                             |                             |                             |                             |                             |                             |                             |                             |                             |                             |
| Sewer Administration          | 1,091,130                   | 673,690                     | 1,142,619                   | 1,475,426                   | 1,484,042                   | 1,484,042                   | 1,450,475                   | 1,456,136                   | 1,419,386                   | 1,377,412                   |
| Sewer Collection              | 151,047                     | 181,597                     | 142,593                     | 168,520                     | 165,564                     | 165,564                     | 179,499                     | 178,253                     | 212,958                     | 176,866                     |
| Sewer Treatment               | 293,995                     | 365,644                     | 312,995                     | 318,915                     | 310,738                     | 310,738                     | 382,059                     | 425,035                     | 447,451                     | 403,046                     |
| Water Administration          | 341,129                     | 280,079                     | 337,054                     | 454,249                     | 483,388                     | 483,088                     | 461,723                     | 491,567                     | 526,262                     | 599,295                     |
| Water Distribution            | 142,189                     | 137,501                     | 106,037                     | 126,462                     | 143,243                     | 143,243                     | 160,812                     | 148,112                     | 172,233                     | 135,302                     |
| Water Power and Pumping       | 176,652                     | 190,463                     | 165,005                     | 158,967                     | 173,055                     | 173,055                     | 188,154                     | 210,843                     | 213,717                     | 205,533                     |
| W&S Imp & Extension           | 114,313                     | 99,921                      | 409,403                     | 79,645                      | 29,068                      | 29,068                      | 32,685                      | 24,409                      | 30,350                      | 26,997                      |
| W&S Replacement               | 14,118                      | 43,087                      | 97,643                      | 31,296                      | 22,770                      | 23,346                      | 47,909                      | 107,467                     | 89,712                      | 48,796                      |
| Total Water and Sewer         | 2,324,573                   | 1,971,982                   | 2,713,349                   | 2,813,480                   | 2,811,868                   | 2,812,144                   | 2,903,315                   | 3,041,822                   | 3,112,068                   | 2,973,246                   |
| 511 W&S Bond Proceeds         | 4,696,409                   | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 601 Motor Vehicle Pool Fund   | 285,941                     | 306,353                     | 311,327                     | 353,565                     | 347,283                     | 375,796                     | 353,882                     | 391,393                     | 375,190                     | 371,935                     |
| 602 Administrative Services   | 993,399                     | 1,135,865                   | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 603 Retirement Benefits       | 120,500                     | 118,120                     | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| 604 Health Insurance Benefits | 377,250                     | 457,895                     | -                           | -                           | -                           | -                           | -                           | -                           | -                           | -                           |
| Grand Total All Funds         | 13,343,533                  | 9,569,735                   | 9,000,937                   | 9,108,324                   | 8,680,357                   | 8,294,837                   | 9,478,285                   | 11,106,417                  | 12,274,311                  | 10,100,527                  |

Fund 250 is presented in Fund 202 & 203 in FY 1999 and on, Funds 540 & 550 are part of Fund 510 in FY 1999 and on.

NOTE: This chart is not a complete representation of each fund. Please see the CAFR which also considers transfers and other items.